



Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014/2015-2020/2021²
between programme countries

[Minimum requirements]³

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
Università degli Studi di Messina	I MESSINA01	Institutional Coordinator: Dott.ssa Grazia De Tuzza Settore Relazioni Internazionali Piazza S.Pugliatti, 1 98122 Messina Italy Tel.: +39 090 6768500 +39 090 6768532 Fax: +39 090 6768332 Email: relint@unime.it Departmental Coordinator: Prof. Antonio Galvagno Tel. +39 090 3977564 Email: agalvagno@unime.it	www.unime.it http://www.unime.it/dipartimenti/diecii/offerta

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Zachodniopomorski Uniwersytet Technologiczny w Szczecinie	PL SZCZECIO2	Mrs. Agata Bruska Erasmus Institutional Coordinator Tel: +48 91 449 47 80 Email: international@zut.edu.pl Departmental Coordinator: Dr. Iwona Pelech Faculty of Chemical Technology and Engineering Tel. +48 91 449 4132 e-mail: ipelech@zut.edu.pl	www.zut.edu.pl www.erasmus.zut.edu.pl/en
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B. Mobility numbers⁵ per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

Student Mobility (SMS)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subj ect area code * [ISCE D]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods Student Mobility for Studies Student Mobility for Traineeships * [total number of months of the study periods or average duration*]	
I MESSINA01	PL SZCZECIO2	0711	Chemical engineeri ng and processes	1,2,3	4 students each for 6 months	
PL SZCZECIO2	I MESSINA01	0711	Chemical engineeri ng and processes	1,2,3	4 students each for 6 months	

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

Staff Mobility (STT or STA)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
I MESSINA01	PL SZCZECIO2	0711	Chemical engineering and processes	7 (1 teacher)	
PL SZCZECIO2	I MESSINA01	0711	Chemical engineering and processes	7 (1 teacher)	

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
I MESSINA01		Italian	English (for teachers and staff mobility only)	B1	B2
PL SZCZECIO2		English	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁶ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

D. Additional requirements

The University of Messina welcomes students and staff with disabilities. For questions regarding services to students in need of individual arrangements in connection with studies and/or examinations, please see the following link:
http://www.unime.it/sezione_disabili/

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I MESSINA01	Nomination deadline: May 15th Application Form: May 30 th	Nomination deadline: October 15 th Application Form: October 30 th
PL SZCZECIO2	May, 31 st	November, 30 th

[* to be adapted in case of a trimester system]

2. The receiving institution (I MESSINA01) will send its decision within 6 weeks.
3. The receiving institution (PL SZCZECIO2) will send its decision within 8 weeks.
4. A "Transcript of Records" will be issued by receiving institution (I MESSINA01) no later than 2 weeks after the assessment period has finished at the receiving HEI.
5. A "Transcript of Records" will be issued by receiving institution (PL SZCZECIN02) no later than 2 weeks after the assessment period has finished at the receiving HEI.
6. If partner institution terminates the agreement by 1 September 20xx, the termination is valid as of 1 September 20xx+1. The agreement is automatically invalid in case one of partners will not receive the ERASMUS charter. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

I MESSINA01

<http://relint.unime.it/en/internazionalizzazione/diploma-supplement/>

<http://relint.unime.it/files/2012/09/Tabelle-di-Conversione-voti-con-il-sistema-ECTS-DM270-04.pdf>

PL SZCZECIO2:

Grading Scale at the West Pomeranian University of Technology, Szczecin. The following scale is used for all types of evaluations/examinations:

Former ECTS grade	description	mark	Polish	English equivalent
A	an excellent performance	5,0	bardzo dobry	excellent
B	an above average performance (with some minor mistakes)	4,5	dobry plus	very good

C	an above average performance (generally sound work with some notable errors)	4,0	dobry	good
D	an average performance	3,5	dostateczny plus	fair
E	a performance meets the minimum criteria in spite of its shortcomings	3,0	dostateczny	satisfactory
F, FX	a performance does not meet the minimum criteria	2,0	niedostateczny	unsatisfactory / fail

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I MESSINA01	relint@unime.it	http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf (see Compulsory fulfillments-Italian immigration rules)
PL SZCZECI02	international@zut.edu.pl +48 91 449 4780	www.erasmus.zut.edu.pl/en

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Health insurance)
PL SZCZECI02	international@zut.edu.pl +48 91 449 4780	www.erasmus.zut.edu.pl/en

4. Housing

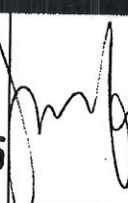

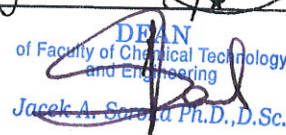
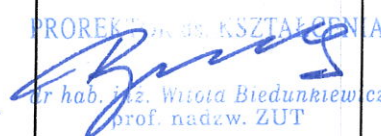
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher

Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Accommodation and meals)
PL SZCZECIO2	international@zut.edu.pl +48 91 449 4780	www.erasmus.zut.edu.pl/en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
I MESSINA01	Prof. Pietro Navarra Rector	29 GEN. 2015	 
PL SZCZECIO2	Prof. Jacek Soroka Dean of the Faculty of Chemical Technology and Engineering	30 Jan 2015	 DEAN of Faculty of Chemical Technology and Engineering Jacek A. Soroka Ph.D., D.Sc.
	Prof. Witold Biedunkiewicz Vice-Rector for Educational Matters	03.02. 2015	 PROREKTOR ds. KSZTAŁCENIA dr hab. inż. Witold Biedunkiewicz prof. nadzw. ZUT West Pomeranian University of Technology, Szczecin al. Piastów 17 70-310 SZCZECIN POLAND

⁷ Scanned signatures are accepted

Handwritten marks: a star and the number 06