



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2018/2019-2020/2021<sup>2</sup> between programme countries [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Wroclaw University of Economics	PL WROCLAW03	<b>Institutional Coordinator:</b> Mrs Iwona Przylecka Tel.: +48 71 3680 151 Email: <a href="mailto:iwona.przylecka@ue.wroc.pl">iwona.przylecka@ue.wroc.pl</a> , <a href="mailto:erasmus@ue.wroc.pl">erasmus@ue.wroc.pl</a>	<a href="http://www.ue.wroc.pl/International_cooperation/6687/Information_for_incoming_students.html">http://www.ue.wroc.pl/International_cooperation/6687/Information_for_incoming_students.html</a>
Università degli Studi di Messina	I MESSINA01	Dott. Giuseppe Lucchese <b>Institutional Coordinator</b> Head of Unità Organizzativa Relazioni Internazionali P.zza Pugliatti 1, 98122 Messina – ITALY <a href="mailto:glucchese@unime.it">glucchese@unime.it</a> <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	<a href="http://www.unime.it/unime_international">http://www.unime.it/unime_international</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

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

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

		<b>Academic Coordinator</b> Prof. Fabrizio Cesaroni Dipartimento di Economia <a href="mailto:fabrizio.cesaroni@unimo.it">fabrizio.cesaroni@unimo.it</a>	<a href="http://www.unimo.it/dipartimento/economia">http://www.unimo.it/dipartimento/economia</a>
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## B. Mobility numbers<sup>5</sup> 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.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED ]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
PL WROCLAW03	I MESSINA01	0410	Business and Administration	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10 months)	-
I MESSINA01	PL WROCLAW03	0410	Business and Administration	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10 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 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.]

<sup>5</sup> 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>

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  [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
PL WROCLAW03	I MESSINA01		Business and Administration	3 (15 )	3(15)
I MESSINA01	PL WROCLAW03		Business and Administration	3 (15)	3(15)

### 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL WROCLAW03		English, Polish	English, Polish	B2	B2
I MESSINA01		Italian	English	B1 (home University declaration required)	B2

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

<sup>6</sup> 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

**PL WROCLAW03:** In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [erasmus@ue.wroc.pl](mailto:erasmus@ue.wroc.pl)

**I MESSINA01:** Students should highlight any disabilities at application stage so that their needs and requirements can be addressed and the right support assured prior to their acceptance. The University of Messina ensures support to both local and visiting students and staff with disability.

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL WROCLAW03	10 <sup>th</sup> of July	10 <sup>th</sup> of December
I MESSINA01	15 <sup>th</sup> May - nomination	15 <sup>th</sup> October - nomination
	30 <sup>th</sup> May - Application	30 <sup>th</sup> October - Application

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

- The receiving institution will send its decision within 8 weeks, provided the documents are complete.
- A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
- Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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

#### **PL WROCLAW03:**

The institutional grading system at Wroclaw University of Economics consists of six grading levels:

Local grades in WUE	Local grades in WUE (descriptively, abbreviation and	Percent of required knowledge for this	Converted to ECTS grades
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(numerically)	traditional marks)	grade	
5.0	Very good (bdb, 5)	90 – 100%	A
4.5	Better than good (+db, +4)	80 – 89%	B
4.0	Good (db, 4)	70 – 79%	C
3.5	Better than satisfactory (+dst, +3)	60 – 69%	D
3.0	Satisfactory (dst, 3)	50 – 59%	E
2.0	Failure (ndst, 2)	less than 50%	F

**ECTS grading scale:**

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	The use of words like "excellent" or "good" is no longer recommended as they do not fit with percentage based ranking of the ECTS Grade Transfer Scale.
B	25	
C	30	
D	25	
E	10	
FX	-	FAIL - some more work required before the credit can be awarded.
F	-	FAIL - considerable further work is required.

**ECTS credits:**

1 full academic year = 60 credits  
1 semester = 30 credits  
1 term/trimester = 20 credits

<http://www.ue.wroc.pl/programs/>

**I MESSINA01:** please refer to: <http://www.unime.it/it/international/ects-e-diploma-supplement>

## 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
PL WROCLAW03	<a href="mailto:erasmus@ue.wroc.pl">erasmus@ue.wroc.pl</a>  tel. 0048 71 36 80 131  fax. 0048 71 36 72 784	<a href="http://www.ue.wroc.pl/International_cooperation/6687/information_for_incoming_students.html">http://www.ue.wroc.pl/International_cooperation/6687/information_for_incoming_students.html</a>
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	See compulsory fulfillments in the Erasmus Handbook- Italian immigration rules.

## 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
PL WROCLAW03	<a href="mailto:erasmus@ue.wroc.pl">erasmus@ue.wroc.pl</a>  tel. 0048 71 36 80 131  fax. 0048 71 36 72 784	<a href="http://www.ue.wroc.pl/International_cooperation/6687/information_for_incoming_students.html">http://www.ue.wroc.pl/International_cooperation/6687/information_for_incoming_students.html</a>
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	See compulsory fulfillments in the Erasmus Handbook-

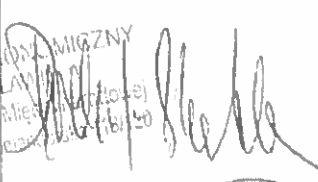
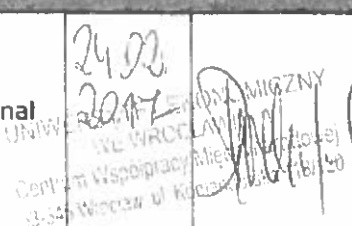


#### 4. Housing

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
PL WROCLAW03	<a href="mailto:erasmus@ue.wroc.pl">erasmus@ue.wroc.pl</a> tel. 0048 71 36 80 131 fax. 0048 71 36 72 784	<a href="http://www.ue.wroc.pl/International_cooperation/6687/information_for_incoming_students.html">http://www.ue.wroc.pl/International_cooperation/6687/information_for_incoming_students.html</a>
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	See further informations in the Erasmus Handbook

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
PL WROCLAW03	Prof. Dr. Hab. Boguslawa Drellich-Skulska  Vice-Rector for International Co-operation	24.02. 2017	 
I MESSINA01	Prof. Pietro Navarra  Rector	31.01. 2017	 

<sup>7</sup> Scanned signatures are accepted