



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

1

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

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

B. Mobility numbers³ 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 (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
PL SZCZECI02	I MESSINA01	0311	Economics		1st	4	5		
		0410	Business and Management (Management)			4	5		
		0411	Accounting			4	5		
		0414	Marketing			4	5		
I MESSINA01	PL SZCZECI02	0311	Economics		1st	4	5		
		0410	Business and Management (Management)			4	5		
		0411	Accounting			4	5		
		0414	Marketing			4	5		

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
PL SZCZECI02	I MESSINA01		Economics/ Business and Management/ Accounting/ Marketing	2	5		
I MESSINA01	PL SZCZECI02		Economics/ Business and Management/ Accounting/ Marketing	2	5		

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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL SZCZECI02	I MESSINA01	English		B1	B2
I MESSINA01	PL SZCZECI02	Italian*	English (where applicable)*	B1	B2

*(according to the requirements of the study course). Any certificate can be accepted, also certificates from the home university stating that the student has the requested level.
For more details on the language of instruction recommendations, see the course catalogue of each institution

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
PL SZCZECI02	31st May	30th November
I MESSINA01	June, 15th	November, 15th

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
PL SZCZECI02	31st May	30th November
I MESSINA01	June, 30th	November, 30th

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
PL SZCZECI02		
I MESSINA01	erasmus@unime.it	https://international.unime.it/mobility/incoming-mobility/erasmus-incoming-students-study

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
PL SZCZECI02		ZUT Szczecin: Students with disabilities can be accepted after the consultation with the Faculty Coordinator and International Office (educational matters). Some rooms accessible to wheelchairs are available in one of the student houses. In case of insufficient knowledge of English / German / or another language of lectures, of which a student has been informed, that will not allow to realize a teaching process, a receiving institution has the right to send back the student to his/her home institution.	
I MESSINA01	Academic requirements CV Motivation letter	- Number of ECTS credits completed - Subject area code – ISCED	https://www.unime.it/international/tabelle-ects

	Other		
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The receiving institution will send its decision within [5] weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Contact details (email, phone)	Website for information
PL SZCECI02			http://www.erasmusplus.zut.edu.pl/eng/international-students.html
I MESSINA01	- Reduced mobility - Hearing impairments - Visual impairments	servizi.dd@unime.it	https://international.unime.it/services/disability-sld-services-students

F. Information

1. 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 SZCECI02	Department of Educational Matters - International Cooperation Ms. Katarzyna Stawna incoming@zut.edu.pl T: +48 91 449 4780	We offer accommodation at university dormitories, more info: http://www.erasmusplus.zut.edu.pl/eng/international-students/accommodation-possibilities.html
I MESSINA01	Erasmus Mobility Office Messina – Italy +39 090 676 8534/8532 erasmus@unime.it	https://international.unime.it/services/facilities/housing

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
PL SZCZECI02	Department of Educational Matters - International Cooperation incoming@zut.edu.pl T: +48 91 449 4780	http://www.erasmusplus.zut.edu.pl/eng/international-students.html
I MESSINA01	Erasmus Mobility Office Messina – Italy +39 090 676 8534/8532 erasmus@unime.it	https://international.unime.it/messina/residence-permit

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
PL SZCZECI02	Department of Educational Matters - International Cooperation Ms. Katarzyna Stawna incoming@zut.edu.pl T: +48 91 449 4780	http://www.erasmusplus.zut.edu.pl/eng/international-students.html
I MESSINA01	Erasmus Mobility Office Messina – Italy +39 090 676 8534/8532 erasmus@unime.it	https://international.unime.it/messina/health-care

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)		Website for information	
		Description	Mark	Polish	English equivalent
PL SZCZECI02	Former ECTS grade				
	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 shortcoming	3,0	dostateczny	satisfactory
	F,FX	a performance does not meet the minimum criteria	2,0	niedostateczny	Unsatisfactory/fail
I MESSINA01	The University of Messina follows the ECTS system.	erasmus@unime.it		https://www.unime.it/international/tabelle-ects	

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.

Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 2022 will only take effect as of 1 September 2027+1. (1st of September for the next academic year). The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
PL SZCZECI02	Dean of the Faculty Dr hab. Agnieszka Brelik, prof. ZUT	16.10.2023r	DZIEKAN Wydziału Ekonomicznego <i>Brelik</i> dr hab. Agnieszka Brelik, prof. ZUT
I MESSINA01	Prof. ssa Giovanna Spatari Rector		