



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014/15-2020/21 between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus+ programme sets extra criteria, this Agreement will be reviewed.

A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details ² (Name, E-mail, Phone)
Katolicki Uniwersytet Lubelski Jana Pawła II	PL LUBLIN02	Mr Tomasz Kostecki, MA, Erasmus Institutional Coordinator, Head of International Exchange Section, International Relations Office, Al. Racławickie 14, 20-950 Lublin, Poland, tel. +48 81 44 54 185, fax: +48 81 44 54 184, e-mail: kostecki@kul.pl
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI (Matej Bel University in Banská Bystrica)	SK BANSKA01	Prof. Ing. Igor Kosír, CSc. Institutional Erasmus Coordinator Matej Bel University in Banská Bystrica, Národná 12, 97401 Banská Bystrica, Slovakia Postal Address: Faculty of Arts MBU International Relations Office Tajovského 40 974 01 Banská Bystrica Slovak Republic Tel: +421 48 446 7414 Fax: +421 48 4136153 ingrid.balazova@umb.sk General information: In Slovak: http://www.ff.umb.sk/ (Faculty web sites), In English: http://www.ff.umb.sk/en/ The course catalogue: http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html

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

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students	
					SMS ³	SMT ⁴
PL LUBLIN02	SK BANSKA01	222	Foreign languages (Polish, Slavic, French, German Studies)	1 st , 2 nd , 3 rd	4*5 MONTHS	1*5 MONTHS
SK BANSKA01	PL LUBLIN02	222	Foreign languages (Polish, Slavic, French, German Studies)	1 st , 2 nd , 3 rd	4*5 MONTHS	1*5 MONTHS
PL LUBLIN02	SK BANSKA01	225	History and archaeology	1 st , 2 nd , 3 rd	2*5 MONTHS	1*5 MONTHS
SK BANSKA01	PL LUBLIN02	225	History and archaeology	1 st , 2 nd , 3 rd	2*5 MONTHS	1*5 MONTHS
PL LUBLIN02	SK BANSKA01	226	Philosophy and ethics	1 st , 2 nd , 3 rd	2*5 MONTHS	1*5 MONTHS
SK BANSKA01	PL LUBLIN02	226	Philosophy and ethics	1 st , 2 nd , 3 rd	2*5 MONTHS	1*5 MONTHS

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility	
				STA ⁵	STT ⁶
PL LUBLIN02	SK BANSKA01	222	Foreign languages (Polish, Slavic, French, German Studies)	2*7 DAYS	Only by individual agreement
SK BANSKA01	PL LUBLIN02	222	Foreign languages (Polish, Slavic, French, German Studies)	2*7 DAYS	Only by individual agreement
PL LUBLIN02	SK BANSKA01	225	History and archaeology	2*7 DAYS	Only by individual agreement
SK BANSKA01	PL LUBLIN02	225	History and archaeology	2*7 DAYS	Only by individual agreement
PL LUBLIN02	SK BANSKA01	226	Philosophy and ethics	2*7 DAYS	Only by individual agreement
SK BANSKA01	PL LUBLIN02	226	Philosophy and ethics	2*7 DAYS	Only by individual agreement

³ Student Mobility for Studies

⁴ Student Mobility for Traineeship

⁵ Staff Mobility for Teaching

⁶ Staff Mobility for Training

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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
PL LUBLIN02		English or another foreign language (in the case of philology programmes)	Polish (only in the case of Polish-taught programmes)	B1 (B2 for English Studies/English Philology programme)	B2
SK BANSKA01	Subjects in foreign languages	SK	EN, D, HU, RU, PL, FR, ES, IT	SK: B2; EN: B2; D: B2; HU: B2; RU: B1; PL: A2; ES: B1; IT: B1	All languages C1

SK BANSKA01: A type of certificate for students: a confirmation from sending institution (signed by a staff of university or faculty or department)

D. Additional requirements

SK BANSKA 01: *The candidates with disabilities can only be accepted after the consultation with Faculty of Arts, Matej Bel University in Banská Bystrica.*

Students: The sending institution on the nomination letter (name, e-mail, area of study, period of study) must notify the International Relations Office (ingrid.balazova@umb.sk) about their interest in studying at the Faculty of Arts at Matej Bel University two months prior to the deadline. Students must arrive at least 7 days before the academic year starts. Foreign students coming to Banská Bystrica are automatically enrolled in the buddy system (ESN UMB).

Students in Bachelor and Master study programmes must attend courses minimum: 20 credits per one semester; PhD. students minimum: 10 credits per one semester.

Subject areas only in Slovak language: 225 History, 226 Philosophy and Ethics, 223 Mother tongue (Slovak language and literature), 813 Sports. Minimum recommended level B2.

Staff: Teachers must notify the departmental coordinator about their interest in teaching at the Faculty of Arts at Matej Bel University two months prior to their arrival. The teaching plan and invitation letter will be signed by the Erasmus Administrator (ingrid.balazova@umb.sk).

E. Calendar

1. Student application deadlines:

Receiving institution	Autumn term ⁷ [month]	Spring term ⁸ [month]
PL LUBLIN02	15 JULY (for autumn term or the whole academic year)	30 NOVEMBER
SK BANSKA01	Nomin: 15 May, Appl: 15 July	Nomin: 30 Sept, Appl: 15 November

- The receiving institutions will send their decisions within 4 weeks after deadline.
- A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.
- Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

	PL LUBLIN02
WWW for Incoming Students	www.kul.pl/Erasmus.eng
WWW Course Catalogue	www.kul.pl/Erasmus.eng
Housing ⁹	www.kul.pl/Erasmus.eng
Contact details	Mrs Paulina Tukiendorf, MA International Exchange Section, Tel. +4881 445 42 05, Fax. +4881 445 41 91, E-mail: incoming@kul.pl
WWW Visa Information ¹⁰	www.kul.pl/Erasmus.eng
Contact details	Mrs Paulina Tukiendorf, MA International Exchange Section, Tel. +4881 445 42 05, Fax. +4881 445 41 91, E-mail: incoming@kul.pl
WWW Insurance Information ¹¹	www.kul.pl/Erasmus.eng
Contact details	Mrs Paulina Tukiendorf, MA International Exchange Section, Tel. +4881 445 42 05, Fax. +4881 445 41 91, E-mail: incoming@kul.pl
Grading system ¹²	www.kul.pl/Erasmus.eng

⁷ To be adapted in case of a trimester system.

⁸ To be adapted in case of a trimester system.

⁹ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

¹⁰ 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 ECHE.

¹¹ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

¹² Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

WWW Students and Staff with Disabilities	www.kul.pl/Erasmus.eng
Contact details	Mrs Paulina Tukiendorf, MA International Exchange Section, Tel. +4881 445 42 05, Fax. +4881 445 41 91, E-mail: incoming@kul.pl

SK BANSKA01:

1. Grading systems of the institutions

SK BANSKA01: Grades: **A** - EXCELLENT - outstanding performance with only minor errors, **B** - VERY GOOD - above the average standard but with some error, **C** - GOOD - generally sound work with a number of notable error, **D** - SATISFACTORY - fair but with significant shortcomings, **E** - SUFFICIENT - performance meets the minimum criteria, **FX** - FAIL - some more work required before the credit can be awarded. The value of local credits corresponds to ECTS credits

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
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, ingrid.balazova@umb.sk , fax: +421 48 413 6153 http://www.foreign.gov.sk/en/contact_us/mfa_contact	http://www.ff.umb.sk/en/erasmus-students/ http://www.foreign.gov.sk/en/consular_info/visa

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
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, ingrid.balazova@umb.sk , fax: +421 48 413 6153	http://www.ff.umb.sk/en/erasmus-students/

SK BANSKA01: The foreigner must submit a document confirming health insurance during the stay in the Slovak Republic. Students can arrange it in their own country.

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
SK BANSKA01	PhDr. Ingrid Balážová, Erasmus Administrator, Tajovského 40, 974 01 Banská Bystrica, Slovakia, ingrid.balazova@umb.sk , fax: +421 48 413 6153	http://www.ff.umb.sk/en/erasmus-students/

SK BANSKA01: Foreign students can stay at University residence halls Študentský domov 3, Tajovského 51, Banská Bystrica. The residence hall provide rooms with three bedrooms. Each floor has a shared kitchen with two electric cookers and a fridge. Students can use university wi-fi.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹³
PL LUBLIN02	Mr Tomasz Kostecki, MA, Erasmus Institutional Coordinator (on behalf of the Rector)	13/11/2013	Erasmus Institutional Coordinator  Tomasz Kostecki
SK BANSKA01	Prof. Ing. Igor Kosír, CSc. Vice-Rector for International Cooperation, Institutional Erasmus Coordinator	21 NOV. 2013	UNIVERZITA MATEJA BELLA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica 

¹³ Scanned signatures are accepted