



# Erasmus+ Programme

## Key Action 1

### – Mobility for learners and staff –

### Higher Education Student and Staff Mobility

## Inter-institutional<sup>1</sup> agreement 2017-2021

### 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. 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>2</sup> (email, phone)	Website (eg. of the course catalogue)
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI  (MatejBel University in BanskáBystrica)	SK BANSKA01	Doc. Ing. Marek Drímal, PhD., prorektor pre rozvoj a informatizáciu, Erasmus+ Institutional Coordinator <a href="mailto:erasmus@umb.sk">erasmus@umb.sk</a> Matej Bel University in Banská Bystrica, Národná 12, 97401 Banská Bystrica, Slovakia  <b>Postal Address:</b> Faculty of Arts MBU International Relations Office Tajovského 40 97401 Banská Bystrica Slovak Republic Tel: +42148 446 7414   Fax: +421484136153 <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a>	<b>General information:</b>  In Slovak: <a href="http://www.ff.umb.sk/">http://www.ff.umb.sk/</a> (Faculty web sites), In English: <a href="http://www.ff.umb.sk/en/">http://www.ff.umb.sk/en/</a>  <b>The course catalogue:</b>  <a href="http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html">http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html</a>
UNIWERSTYTET SLASKI W KATOWICACH	PL KATOWIC01	<b>Departmental Coordinator:</b> Dr hab. Piotr Boroń University of Silesia, Faculty of Social Sciences, Institute of History, ul. Bankowa 11, 40-007 Katowice, Poland <a href="mailto:piotr.boron@us.edu.pl">piotr.boron@us.edu.pl</a> +48 32 359 2102	<a href="http://kandydat.us.edu.pl/katalog_kursow/">http://kandydat.us.edu.pl/katalog_kursow/</a>  <a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a>  <a href="http://www.us.edu.pl">http://www.us.edu.pl</a>

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

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

		Department of International Relations – Erasmus + Office ul. Bankowa 12 40-007 Katowice, Poland T/F: +48 32 359 1178 Email: <a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a> Phone: +48 32 359 11 78 <b>Erasmus Administrators:</b> Ms Marta Żebracka, <a href="mailto:marta.zebracka@us.edu.pl">marta.zebracka@us.edu.pl</a> Ms Anna Przybycin, <a href="mailto:anna.przybycin@us.edu.pl">anna.przybycin@us.edu.pl</a> Ms Marta Koziarz <a href="mailto:marta.koziarz@us.edu.pl">marta.koziarz@us.edu.pl</a> <b>Institutional Coordinator:</b> Jarosław Gasior <a href="mailto:jaroslaw.gasior@us.edu.pl">jaroslaw.gasior@us.edu.pl</a>	
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## B. Mobility numbers<sup>3</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 KATOWIC01	SK BANSKA01	0222	HISTORY	2	20* 5 months	
SK BANSKA01	PL KATOWIC01	0222	HISTORY	2	20*5 MONTHS	

[\*Optional: Though subject area code & name and study cycle are optional, **the specification of the number of students/staff is requested**. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

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 *

<sup>3</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>)



### 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>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SK BANSKA01	History	SK	SK	B2	B2
PL KATOWIC01	History	PL	PL	B2	B2

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

**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).

**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.

#### PL KATOWIC01

##### **Information for disabled students**

Accessibility: Elevators exist in most of the buildings.

Accommodation: contact Erasmus office : erasmus@us.edu.pl

Learning support: contact School of Polish Language and Culture: [szkola@us.edu.pl](mailto:szkola@us.edu.pl)

- Incoming Erasmus students have to take main part of their workload from the US faculty and department that coordinates the bilateral agreement. Some additional workload can be made up of courses from different faculties.
- Incoming teaching staff must be individually accepted by the US faculty and department that coordinates the bilateral agreement. The acceptance will be based on the candidate's working plan and its adequacy to the teaching programme of the US host didactic unit.
- Incoming non-teaching staff must be individually accepted by the department, service or unit concerned, based on the proposed working plan and the availability of the department, service or unit to host visitors.
- The University of Silesia in Katowice places the utmost importance on providing equal opportunities for people with disabilities. Our university is constantly re-examining the needs of students and employees

<sup>4</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>

with disabilities and the challenges they may encounter during their studies and work. We are committed to ensuring equal access to sources of knowledge, new educational programs, modern technological solutions and the appropriate conditions of studies and work.

Detailed information:

www.bon.us.edu.pl, bon@us.edu.pl, +48 32 359 1998 (Bankowa 14, 40-007 Katowice, Poland)

www.erasmus.us.edu.pl, erasmus@us.edu.pl, +48 32 3591178, (Bankowa 12, 40-007 Katowice, Poland)

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SK BANSKA01	Nomin: 15 May, Appl:15 July	Nomin: 30 October, Appl: 15 November
PL KATOWIC01	30 <sup>th</sup> June	30 <sup>th</sup> November

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

2. The receiving institution will send its decision within 4 weeks.
3. 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.
4. Termination of the agreement

In case of earlier 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 June of year N will only take effect as of 1 September of year N+1. 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

**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

**PL KATOWIC01**



**PL KATOWIC01:**

[http://kandydat.us.edu.pl/katalog\\_kursow/](http://kandydat.us.edu.pl/katalog_kursow/) or <http://www.erasmus.us.edu.pl>

Local Grade	ECTS Grade	ECTS Grade % of successful students normally achieving the grade	Definition
5 – bardzo dobry	A	10	<b>EXCELENT</b> – Outstanding performance with only minor errors.
4,5 (+4 dobry plus)	B	25	<b>VERY GOOD</b> – Above the average standard but with some errors
4 (dobry)	C	30	<b>GOOD</b> – Generally sound work with a number of notable errors
3,5 (+3 dostateczny plus)	D	25	<b>SATISFACTORY</b> – Fair but with significant shortcomings
3 (dostateczny)	E	10	<b>SUFFICIENT</b> - Performance meets the minimum criteria
2 (niedostateczny)	F/FX	-	<b>FAIL</b> (below the minimum criteria)

**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, <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153  <a href="http://www.foreign.gov.sk/en/contact_us/mfa_contact">http://www.foreign.gov.sk/en/contact_us/mfa_contact</a>	<a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a>  <a href="http://www.foreign.gov.sk/en/consular_info/visa">http://www.foreign.gov.sk/en/consular_info/visa</a>
PL KATOWIC01	<a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a>	<a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a> or <a href="http://kandydat.us.edu.pl/katalog_kursow/">http://kandydat.us.edu.pl/katalog_kursow/</a> Ministry of Foreign Affairs Republic of Poland information for foreigners: <a href="http://www.msz.gov.pl/en/entering_Poland/">http://www.msz.gov.pl/en/entering_Poland/</a> entering Poland: <a href="http://www.msz.gov.pl/en/travel_to_Poland/entering_Poland">http://www.msz.gov.pl/en/travel_to_Poland/entering_Poland</a> visa requirements: <a href="http://www.msz.gov.pl/en/travel_to_Poland/visa">http://www.msz.gov.pl/en/travel_to_Poland/visa</a>

### **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>
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153	<a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a>
PL KATOWIC01	<a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a>	<a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a>

**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.


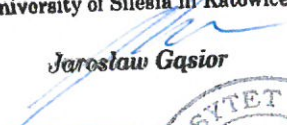
### **4. Housing**

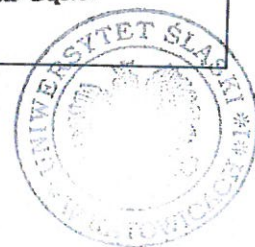
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following persons and information sources:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
SK BANSKA01	PhDr. Ingrid Balážová, Erasmus Administrator, Tajovského 40, 974 01 Banská Bystrica, Slovakia, <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153	<a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a>
PL KATOWIC01	<a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a>	<a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a> ( <a href="http://www.erasmus.us.edu.pl/accommodation">http://www.erasmus.us.edu.pl/accommodation</a> - direct link to accommodation info)

**SK BANSKA01:** Foreign students can stay at University residence halls Študentský domov 3, Tajovského 51, Banská Bystrica. The residence hall provides rooms with three bedrooms. Each floor has a shared kitchen with two electric cookers and a fridge. There is Internet connection in all rooms of the dormitory, however you have to bring your own LAN cable (NO WIFI IN ROOMS!). To connect it is necessary to modify network settings, login and password

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
SK BANSKA01	Doc. Ing. Marek Drímal, PhD. Erasmus+ Institutional Coordinator	7.8. 2017	 UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica -16-
PL KATOWIC01	Jarosław Gąsior Erasmus+ KA1HE Institutional Coordinator	7/07/2017	INSTITUTIONAL COORDINATOR Erasmus+ KA1HE University of Silesia in Katowice  Jarosław Gąsior



<sup>5</sup>Scanned signatures are accepted