



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2016-2021² 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.

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.

A. Information about higher education institutions

Official name of the institution: - in National language - in National language with Latin characters only - in English (and department, where relevant)	Erasmus code and Erasmus Charter for Higher Education (ECHE) No.	Contact details⁴ (email, phone)	Website (eg. of the course catalogue)
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI (MatejBel University in BanskáBystrica)	SK BANSKA01 48545-EPP-1-2014-1-SK-EPPKA3-ECHE	doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator erasmus@umb.sk Matej Bel University in Banská Bystrica, Národná 12, 97401 Banská Bystrica, Slovakia Postal Address: Faculty of Arts MBU International Relations Office Tajovského 40 97401 Banská Bystrica Slovak Republic Tel: +42148 446 7414 Fax: +421484136153 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
Uniwersytet Śląski w Katowicach (Uniwersytet Śląski w Katowicach) University of Silesia in Katowice	PL KATOWIC01 46641-EPP-1-2014-1-PL-EPPKA3-ECHE	Erasmus Office Department of International Relations (EO-DIR), ul. Bankowa 12, 40-007 KATOWICE, Poland erasmus@us.edu.pl Fax/phone: +48 32 359 11 78 Erasmus Administrators: Ms Marta Żebracka, marta.zebracka@us.edu.pl Ms Małgorzata Pawlik, malgorzata.a.pawlik@us.edu.pl Ms Anna Przybycin anna.przybycin@us.edu.pl Departmental Coordinator: Dr hab. Piotr Boroń piotr.boron@us.edu.pl Institutional Coordinator: Mr. Jarosław Gąsior (EO-DIR) jaroslaw.gasior@us.edu.pl	http://kandydat.us.edu.pl/katalog_kursow/ http://www.erasmus.us.edu.pl http://www.us.edu.pl

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

B. Mobility numbers⁵ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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-F 2013]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [per academic year: total number of students x number of months of the study period per student]	Student Mobility for Traineeships [per academic year: total number of students x number of months of the study periods per student]
SK BANSKA01	PL KATOWIC01	0222	History	1 st , 2 nd , 3 rd	5* 5 months	2* 3 months
PL KATOWIC01	SK BANSKA01	0222	History	1 st , 2 nd , 3 rd	5* 5 months	2* 3 months

SK BANSKA01: Erasmus for traineeships:

<http://www.ff.umb.sk/en/erasmus-students/erasmus-for-traineeships.html>

*[*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.]*

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED-F 2013]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching [per academic year: total number of staff x number of days of the teaching period per student]	Staff Mobility for Training [optional]
SK BANSKA01	PL KATOWIC01	0222	History	2 * 5 days	
PL KATOWIC01	SK BANSKA01	0222	History	2 * 5 days	

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>)

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 [ISCED-F 2013]	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]
SK BANSKA01	History	SK	SK	B2	B2
PL KATOWIC01		Polish	English (for indicated subjects)	B1	B2

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

D. Additional requirements

PL KATOWIC01:

- 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 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)

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.

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>

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 th June	30 th 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

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 20XX will only take effect as of 1 September 20XX+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

PL KATOWIC01:

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	EXCELENT - Outstanding performance with only minor errors.
4,5 (+4 dobry plus)	B	25	VERY GOOD - Above the average standard but with some errors
4 (dobry)	C	30	GOOD - Generally sound work with a number of notable errors
3,5 (+3 dostateczny plus)	D	25	SATISFACTORY - Fair but with significant shortcomings
3 (dostateczny)	E	10	SUFFICIENT - Performance meets the minimum criteria
2 (niedostateczny)	F/FX	-	FAIL (below the minimum criteria)

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
PL KATOWIC01	erasmus@us.edu.pl	http://www.erasmus.us.edu.pl or http://kandydat.us.edu.pl/katalog_kursow/ Ministry of Foreign Affairs Republic of Poland information for foreigners: http://www.msz.gov.pl/en/entering_poland : http://www.msz.gov.pl/en/travel_to_poland/entering_poland/entering_poland visa requirements: http://www.msz.gov.pl/en/travel_to_poland/visa/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/
PL KATOWIC01	erasmus@us.edu.pl	http://www.erasmus.us.edu.pl

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/
PL KATOWIC01	erasmus@us.edu.pl	http://www.erasmus.us.edu.pl (http://www.erasmus.us.edu.pl/accommodation - 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. Students can use university wi-fi.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷ (and stamp – optional)	Seal
SK BANSKA01	doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator	13.10. 2016	UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica -16 <i>Chovancová</i>	INSTITUTIONAL COORDINATOR Erasmus+ KA1HE University of Silesia in Katowice <i>Jaroslav Gąsior</i>
PL KATOWIC01	Mgr Jarosław Gąsior Institutional Coordinator Erasmus+ KA1HE University of Silesia in Katowice			

⁷ Scanned signatures are accepted