



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2019/2020- 2020/2021

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 ² (email, phone)	Website (eg. of the course catalogue)
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI (Matej Bel University in Banská Bystrica) Faculty of Arts	SK BANSKA01	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
THE PODHALE STATE COLLEGE IN NOWY TARG	PL NOWYTA01	Ph.D. Teresa Mucha Deputy Rector for Education prorektor@ppwsz.edu.pl	

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.

Institute Of Humanities, Social Sciences And Tourism		Erasmus+ Coordinator Agnieszka Czajkowska erasmus@ppwsz.edu.pl Postal Address: Ul. Kokoszków 71 34-400 Nowy Targ Polska Tel: +48 18 2610700 Fax: +48 18 2610708	General information: In Polish: http://www.ppwsz.edu.pl/ In English: http://www.ppwsz.edu.pl/english.html Course catalogue: http://www.ppwsz.edu.pl/study-in-ppwsz-ii.html
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B. Mobility numbers 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 [1 st – bachelor 2 nd – master 3 rd – doctoral]	Number of student mobility periods	
					Student Mobility for Studies [number of students / number of study months per person and total]	Student Mobility for Traineeships *
PL NOWYTA01	SK BANSKA01	1014	Sports	1 st , 2 nd 3 rd	2x5	2x3
SK BANSKA01	PL NOWYTA01	1014	Sports	1 st , 2 nd 3 rd	2x5	2x3

*[*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 of mobility periods or average duration can be indicated]*

SK BANSKA01: Erasmus for traineeships:

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

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 [number of persons and teaching days & teaching hours per person]	Staff Mobility for Training *
PL NOWYTA01	SK BANSKA01	1014	Sports	4 x 5 days	0
SK BANSKA01	PL NOWYTA01	1014	Sports	4 x 5 days	0

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SK BANSKA01	Subjects in foreign languages	SK	English	B1	B2
PL NOWYTA01		PL	English	B1	B2

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

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

PL NOWYTA01: 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).

PL NOWYTA01:

The Student who is interested in studying at PPWSZ in Nowy Targ in a given semester applies herefor according to the dates included in the partnership agreement between PPWSZ in Nowy Targ and their own college/ university: for the winter semester at the latest till 15th August; for the summer semester at the latest till 15th December.

Upon acceptance, the Student fills in and sends the signed application form along with the following attachments: a copy of ID/ passport and a signed RODO form, available on the website: <http://www.ppwsz.edu.pl/study-in-ppwsz-ii.html>.

³For 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>

The documents specified in point 2 are to be sent per e-mail to the e-mail address: erasmus@ppwysz.edu.pl, according to the recruitment dates. Forms sent after the recruitment dates are regarded null and void.

Students in Bachelor and Master study programmes must attend courses minimum: 30 credits per one semester

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 Sept, Appl: 15 November
PL NOWYTA01	Nom. 15 th June, Appl. 15 th August	Nom. 15 th November, Appl. 15 th December

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

2. The receiving institution will send its decision within 2 weeks.
3. 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

LEGEND:

A (100 – 94 %) – excellent
 B (93 – 87 %) – very good
 C (86 – 80 %) – good
 D (79 – 73 %) – satisfactory
 E (72 – 65 %) – sufficient
 FX (1) (64 and less %) – not enough (Further work is required)
 FX (0) – unclassified

PL NOWYTA01:

The Podhale State College in Nowy Targ use local grading system with 5.0-2.0 scale of grades.

ECTS System	Local Grading System
Grade	Grading in 5.0

A	5.0
B	4.5
C	4.0
D	3.5
E	3.0
FX	2.0
F	2.0

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 NOWYTA01	Incoming + outgoing: Agnieszka Czajkowska Erasmus+ Coordinator erasmus@ppwsz.edu.pl	http://www.ppwsz.edu.pl/study-in-ppwsz-ii.html

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 NOWYTA01	Incoming + outgoing: Agnieszka Czajkowska Erasmus+ Coordinator erasmus@ppwsz.edu.pl	http://www.ppwsz.edu.pl/study-in-ppwsz-ii.html
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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.

PL NOWYTA01: 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 NOWYTA01	Incoming + outgoing: Agnieszka Czajkowska Erasmus+ Coordinator erasmus@ppwsz.edu.pl	http://www.ppwsz.edu.pl/study-in-ppwsz-ii.html

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. 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 ⁴
SK BANSKA01	doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator	31-05-2019	UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica
PL NOWYTA01	Stanisław Gulak Rector of Podhale State College of Applied Sciences in Nowy Targ	27.05.2019	prof. dr. hab. Stanisław Gulak prof. nadzw.

⁴Scanned signatures are accepted