



Erasmus+ Programme

Key Action 1

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

Inter-institutional agreement 2019-2021 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 (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY JAŃSKI BASED IN LOMZA, POLAND	PL LOMZA04	Mieczysław Mertin, M.A Erasmus Institutional Co-ordinator 9 Krzywe koło Str. 18-400 Łomża, POLAND Phone: +48 86 216 70 50 mmertin@uczelnia.janski.edu.pl	http://lomza.janski.edu.pl/
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI (Matej Bel University in Banská Bystrica)	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	

Faculty of Arts		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
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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 [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
PL LOMZA04	SK BANSKA	05.0	Pedagogy (sport)	1 st , 2 nd , 3 rd	4 (4x5) = 20	
SK BANSKA01	PL LOMZA04	05.0	Pedagogy (sport)	1 st , 2 nd , 3 rd	4 (4x5) = 20	

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 [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
PL LOMZA04	SK BANSKA01	05.0	Pedagogy (sport)	2 x 5 days	2 x 5 days
SK BANSKA01	PL LOMZA04	05.0	Pedagogy (sport)	2 x 5 days	2 x 5 days

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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
PL LOMZA04	Polish	English	B1 - English	B2 - English
SK BANSKA01	Slovak	English	B1 - English	B2 - English

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).

University Jański (PL LOMZA04)

Building of University Jański is totally adjusted to the needs of disabled students, equipped with specialized equipment such as: induction loops for people who have problems with hearing, Braille monitor, printer, notebook and speech synthesis for blind people and those who have failing eyesight as well. The Dean Office and Education Department assure help and assistance.

¹ 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]
PL LOMZA04	May 30 th	November 30 th
SK BANSKA01	Nomination: 15 May, Application: 15 July	Nomination: 30 Sept, Application: 15 November

University Jański (PL LOMZA04)

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

This agreement will be in effect for the full duration of the ERASMUS+ Programme. In case of premature termination, a notice of at least one academic year will 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

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

ECTS grading scale:

University Jański (PL LOMZA04)

ECTS grading scale:

ECTS Grade	Polish Grade	Definition	
A	5	EXCELLENT	all learning outcomes achieved at the highest level
B	4,5	VERY GOOD	learning outcomes achieved at the level significantly above average
C	4	GOOD	learning outcomes achieved at the above average level
D	3,5	SATISFACTORY	learning outcomes achieved at the satisfactory level
E	3	SUFFICIENT	learning outcomes achieved at the minimum level
FX, F	2	FAIL	assumed learning outcomes not achieved

ECTS credits:

one semester
30 ECTS credits

one full academic year
60 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
PL LOMZA04	Ministry of Foreign Affairs Republic of Poland	http://www.msz.gov.pl/en/
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
PL LOMZA04	European Commission (Employment, Social Affairs & Inclusion) Mieczysław Mertin, M.A. Erasmus Institutional Co-ordinator 9 Krzywe koło Str. 18-400 Łomża, POLAND Phone: +48 86 216 70 50 mmertin@uczelnia.janski.edu.pl	http://ec.europa.eu/social/main.jsp?catId=559
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

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
PL LOMZA04	European Commission (Employment, Social Affairs & Inclusion) Erasmus Institutional Co-ordinator 9 Krzywe koło Str. 18-400 Łomża, POLAND Phone: +48 86 216 70 50 mmertin@uczelnia.janski.edu.pl	

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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 or delegates e.g. dean of the faculty)

Institution [Erasmus code]	Name, function	Date	Signature ²
PL LOMZA04	Joanna Karpowicz Ph.d., Rector	03.07. 2019	 REKTOR dr. Joanna Karpowicz
SK BANSKA01	doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator	11.7. 2019	 UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica

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² Scanned signatures are accepted