



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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 ¹ (email, phone)	Website (eg. of the course catalogue)
Jagiellonian University	PL KRAKOW01	Mirosław Klimkiewicz, Institutional Erasmus+ Coordinator Krzysztof Byrski, incoming students Monika Woźniak, outgoing students Gołębia 24, 31-007 Kraków, Poland e-mail: erasmus@adm.uj.edu.pl tel. +48 12 663 11 06/1546 fax. +48 12 66315 45	http://www.bosz.uj.edu.pl/enGB/programystudiow/programy-wymiany-studenckiej
Institute of History		Institute Coordinator : dr hab. Wojciech Mruk Gołębia 13, 31-007 Kraków, Poland mruk@hist.uj.edu.pl	http://www.historia.uj.edu.pl/dla-studentow/program-studiow
Universität zu Köln	D KOLN01	Christiane Biehl, M.A. International Relations Office Universitätsstrasse 22a	www.uni-koeln.de

¹

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		D-50923 Köln Tel.: +49-221-470-2769 Fax: +49-221-470-6842 c.biehl@verw.uni-koeln.de	
Department of History / Ancient History	D KOLN01	Dr. Julia Hoffmann-Salz Department of History / Ancient History University of Cologne Albertus-Magnus-Platz 50923 Köln Tel.: +49-221-2522 Julia.hoffmann-salz@uni-koeln.de	http://histinst.phil-fak.uni-koeln.de

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.]

a) Student Mobility

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 KRAKOW01	D KOLN 01	225 (08.3)	History	1 st 2 nd 3 rd	total number os students – 2 total number of months - 20	
D KOLN 01	PL KRAKOW01	225 (08.3)	History	1 st 2 nd 3 rd	total number os students – 2 total number of months - 20	

b) Staff Mobility

FROM [Erasmus code	TO [Erasmus code	Subject area code	Subject area name	Number of staff mobility periods
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of the sending institution]	of the receiving institution]	* [ISCED]	*	Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
PL KRAKOW01	D KOLN 01	225 (08.3)	History	1 person for 5 days (min. 8 hours)	
D KOLN 01	PL KRAKOW01	225	History	1 person for 5 days (min. 8 hours)	

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 ² Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL KRAKOW01		Polish	English	B1/ B2	B2
D KOLN 01	History	German	Limited places in courses taught in English, Spanish, Portuguese	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 KRAKOW01 :

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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>

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- Incoming teaching staff must be individually accepted by the Institute of History. The acceptance depends on the candidate's plan of work and its adequacy to the teaching programme of the above mentioned Institute.
- Incoming non-teaching staff must be individually accepted by the Institute of History. The acceptance depends on the proposed plan of work and the capability of the above mentioned Institute to host visitors.
- In case of any additional requirements in regard to academic, organisational or other aspects (e.g. students/staff with disabilities or special needs) please contact the Jagiellonian University Disability Support Service (e-mail: bon@uj.edu.pl) or International Students Office (e-mail: erasmus@adm.uj.edu.pl) prior to arrival.
- Incoming Erasmus students must obtain at least 8 ECTS per one semester at the Institute of History. The rest of their ECTS credits can be obtained from different institutes/ faculties of The Jagiellonian University.
- Outgoing students of The Jagiellonian University must consult their Learning Agreement with their tutors/supervisors prior to the departure. All changes in Learning Agreements must be accepted by tutors/supervisors.

University of Cologne:

Information on the programme of each institution

General information:

http://verwaltung.uni-koeln.de/international/content/erasmus/incomings/index_ger.html

Students with disabilities:

<http://www.portal.uni-koeln.de/3741.html>

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 KRAKOW01	May 31	November 30
D KOLN01	July 15 th	January 15 th

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

2. The receiving institution will send its decision within 7 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.

PL KRAKOW01: Students can obtain their transcripts of records directly from the Jagiellonian University system USOSweb.

4. Termination of the agreement

Termination of this agreement or changes in the data set above can be amended annually, if communicated before 1 September. This means that an unilateral

decision to discontinue the exchanges or changes in the agreement 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide³. 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.]

PL KRAKOW01:

Jagiellonian University grading scale related to ECTS grading system:

ECTS grade	Local grade	Local definition
F, X	2	Fail
E	3	Satisfactory
D	3,5	Satisfactory Plus
C	4	Good
B	4,5	Good Plus
A	5	Very Good

University of Cologne grading scale related to ECTS grading system:

General Information

The grading scheme usually comprises five levels (with numerical equivalents; intermediate grades may be given):

"Sehr Gut" (1)	Very Good
"Gut" (2)	Good
"Befriedigend" (3)	Satisfactory
"Ausreichend" (4)	Sufficient
"Nicht ausreichend" (5)	Non-Sufficient/Fail.

The minimum passing grade is "Ausreichend" (4). Verbal designations of grades may vary in some cases and for doctoral degrees.

The transference into ECTS-grades is in compliance with the current ECTS users guide.

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 KRAKOW01		Ministry of Foreign Affairs website: http://www.msz.gov.pl/en/travel_to_poland/entering_poland/ http://www.msz.gov.pl/en/travel_to_poland/visa/
D KOLN01	ERASMUS- Institutional Coordinator E-mail: c.biehl@verw.uni-koeln.de Tel.: +49- 221-470- 2769	http://www.auswaertiges-amt.de/DE/EinreiseUndAufenthalt/Visabestimmungen_node.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 n [Erasmus code]	Contact details (email, phone)	Website for information
PL KRAKOW01	phone: (+48 12) 663 1546 fax: (+48 12) 663 1545 email: erasmus@adm.uj.edu.pl	http://www.bosz.uj.edu.pl/en/przyjezdajacy-studenci/program-erasmus
D KOLN01	ERASMUS-Institutional Coordinator E-mail: c.biehl@verw.uni-koeln.de Tel.: +49-221-470-2769	http://verwaltung.uni-koeln.de/international/content/erasmus/incomings/index_ger.html


4. Housing

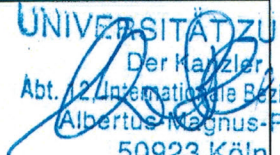


The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL KRAKOW01	phone: (+48 12) 663 1546 fax: (+48 12) 663 1545 email: erasmus@adm.uj.edu.pl	http://www.bosz.uj.edu.pl/en/przyjezdzajacy-studenci/program-erasmus
D KOLN01	ERASMUS-Institutional Coordinator E-mail: c.biehl@verw.uni-koeln.de Tel.: +49-221-470-2769	http://verwaltung.uni-koeln.de/international/content/erasmus/incomings/index_ger.html http://www.kstw.de/ → Wohnen

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
PL KRAKOW01	Prof. dr hab. Jan Świąch, Dziekan Wydziału Historycznego Uniwersytet Jagielloński		

D KOLN01 Central level	C. Biehl Erasmus Institutional Coordinator	5.12.13	 UNIVERSITÄT ZU KÖLN Der Kanzler Abt. 12 Internationale Beziehungen Albertus-Magnus-Platz 50923 Köln
D KOLN01 Faculty level	Dr. Julia Hoffmann-Salz Erasmus Coordinator Department of History	2.12.2013	  UNIVERSITÄT ZU KÖLN Historisches Institut Abt. für Geschichte