



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details⁴ (email, phone)	Website (eg. of the course catalogue)
Jagiellonian University	PL KRAKOW0 1	Mirosław Klimkiewicz, Institutional Erasmus+ Coordinator Krzysztof Byrski, incoming students Monika Woźniak, outgoing students	http://www.bosz.uj.edu.pl/enGB/programystudiow/programy-wymiany-studenckiej

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.

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

		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	
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
University of Split		Livanjska 5, HR- 21000 Split Institutional Coordinator: Ana Ćosić International Relations Office e-mail: acosic@unist.hr Tel: +385 21 440 343 Fax: +385 21 440 344	www.unist.hr
Faculty of Philosophy		Departmental coordinator: Ms. Tamara Ljubičić Dean's office, Department for International Cooperation Sinjska 2, HR- 21 000 Split Tel: +385 21 329 290 Fax: +385 21 329 288 e-mail: ljubicic@ffst.hr	www.ffst.hr

B. Mobility numbers⁵ 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 *
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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>)

PL KRAKOW01	HR SPLIT01	225 (08.3)	History	1 st 2 nd 3 rd	total number of students - 3 total number of months - 15	
HR SPLIT01	PL KRAKOW01	225 (08.3)	History	1 st 2 nd 3 rd	total number of students - 3 total number of months - 15	

*[*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]	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 KRAKOW01	HR SPLIT01	225 (08.3)	History	2 teachers, each for 5 days (min. 8 hours)	1 staff member/ 5 days
HR SPLIT01	PL KRAKOW01	225 (08.3)	History	2 teachers, each for 5 days (min. 8 hours)	1 staff member/ 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]	Optional: Subject area	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]
PL KRAKOW01		Polish	English	B1/ B2	B2
HR SPLIT01		Croatian	English or German or French	B2	English C1, Croatian 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 :

- 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.

HR SPLIT01:

Incoming teaching staff must be individually accepted by the Faculty of Philosophy. The acceptance depends on the candidate's plan of work and its adequacy to the teaching programme of the above mentioned Faculty.

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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>

- Incoming non-teaching staff must be individually accepted by the Faculty of Philosophy. The acceptance depends on the proposed plan of work and the capability of the above mentioned Faculty to host visitors.

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: erasmus@unist.hr

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
HR SPLIT01	1 June	1 November

[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

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

HR SPLIT01:

<http://www.unist.hr/InternationalRelations/ImportantDocuments/tabid/413/Default.aspx>

Traditional Grading system is as follows:

- 1 – fail
- 2 – pass, sufficient
- 3 – good
- 4 – very good
- 5 – excellent

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/
HR SPLIT01	incoming@unist.hr +385 21 440 343	http://www.unist.hr/InternationalRelations/ERASMUS/IncomingStudents/tabid/1273/Default.aspx

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 KRAKOW01	phone: (+48 12) 663 1546 fax: (+48 12) 663 1545 email: erasmus@adm.u	http://www.bosz.uj.edu.pl/en/przyjezdzejacy-studenci/program-erasmus

	i.edu.pl	
HR SPLIT01	incoming@unist.hr +385 21 440 343	http://www.unist.hr/InternationalRelations/ERASMUS/IncomingStudents/tabid/1273/Default.aspx




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/przyjezdajacy-studenci/program-erasmus
HR SPLIT01	incoming@unist.hr +385 21 440 343	http://www.unist.hr/InternationalRelations/ERASMUS/IncomingStudents/tabid/1273/Default.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
PL KRAKOW01	Prof. dr hab. Jan Świąch, Dziekan Wydziału Historycznego Uniwersytet Jagielloński	31.1.2014	 DZIEKAN Wydziału Historycznego UJ prof. dr hab. Jan Świąch
HR SPLIT01	Prof. Dr. Roko Andričević Vice rector for International Relations	29/1/2014	 

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Scanned signatures are accepted

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