



Erasmus+ Programme

Key Action 1

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

Inter-institutional¹ agreement 2018-2021 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)
Vytautas Magnus University International Cooperation Department	LT KAUNAS01	Senior specialist Ms Gabrielė Gugytė Gabriele.Gugyte@vdu.lt +370 37 327 988 Institutional Coordinator Ms. Ilona Kazlauskaitė ilona.kazlauskaite@vdu.lt +370 37 200 184	www.vdu.lt/en
Faculty of Informatics	LT KAUNAS01	Assoc. Prof. Dr. Sigita Pečiulytė, Vileikos str. 8 - 704 LT 44404 - KAUNAS, Lithuania Sigita.Peciulyte@vdu.lt +370 37 327 896	http://if.vdu.lt/en/
Faculty of Humanities	LT KAUNAS01	Faculty of Humanities Director for International Programmes Ms. Aurelija Čėglytė aureljja.ceglyte@vdu.lt +370 37 327 828	http://hmf.vdu.lt/en
Faculty of Political Science and Diplomacy	LT KAUNAS01	Department Coordinator Ms Aistė Žemaitytė E-mail: aiste.zemaityte@vdu.lt Tel. +370 37 206709 Putvinskio str 23-604 LT44240 Kaunas, Lithuania	www.pmdf.vdu.lt/en
Faculty of Natural Sciences	LT KAUNAS01	Vice Dean Mr. Vykintas Baublys vykintas.baublys@vdu.lt +370 37 327922	

¹ Inter-institutional agreements can be signed by two or more higher education Institutions. The Information about the institution (part A) and Mobility numbers (part B) can be added in the Annex of this Agreement.

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Faculty of Social Sciences	LT KAUNAS01	Vice-dean of the Faculty of Social Sciences Elena Trepulė elena.trepule@vdu.lt +370 37 327820	http://smf.vdu.lt/
University of Białystok	PL BIALYST04	International Cooperation Office erasmus@uwb.edu.pl , incoming@uwb.edu.pl Phone/Fax: +48 857457089 Erasmus Institutional Coordinator: dr hab. Anna Piszcz, prof. UwB piszcz@uwb.edu.pl (Imię, nazwisko, e-mail)	http://uwb.edu.pl/international-cooperation-office (English version)
Faculty of Biology and Chemistry	PL BIALYST04	Departmental Coordinator (Biology): dr Maciej karpowicz m.karpowicz@uwb.edu.pl	
Faculty of History and Sociology	PL BIALYST04	Departmental Coordinator (History) dr hab. Mariusz Drozdowski barok1@autograf.pl dr Piotr Łozowski p.lozowski@uwb.edu.pl Departmental Coordinator (Sociology): dr Maciej Białous, m.bialous@uwb.edu.pl	
Faculty of Philology	PL BIALYST04	Departmental Coordinator (English Philology) dr Weronika Łaskiewicz veronika.laskiewicz@wp.pl Departmental Coordinator (Cultural Studies): dr Karolina Wierel wierelka@o2.pl	
Faculty of Mathematics and Informatics	PL BIALYST04	Departmental Coordinator dr Jarosław Kotowicz kotowicz@math.uwb.edu.pl dr Tomasz Czyżycki t.czyzycki@uwb.edu.pl	
Faculty of Pedagogy and Psychology	PL BIALYST04	Departmental Coordinator dr Tomasz Prymak t.prymak@wp.pl dr Elżbieta Krysztofik – Gogol e.krysztofik@uwb.edu.pl	

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.

Student Mobility:

FROM	TO	Subject	Subject area name	Study cycle	Number of student mobility periods
[Erasmus]	[Erasmus]				

code of the sending institution]	code of the receiving institution]	area code [ISCED]		[1 st , 2 nd or 3 rd]	Student Mobility for Studies [students x months]	Student Mobility for Traineeships * [students x months]		
LT KAUNAS01	PL BIALYST04	0612	Computer Science	1 st , 2 nd , 3 rd	2x5			
		0613						
				0541	Mathematics	1 st , 2 nd	2x5	
				0222	History	1 st , 2 nd	2x5	
				0314	Cultural Studies	1 st , 2 nd	2x5	
				0230	Languages	1 st , 2 nd	2x5	
				0510	Biological and related sciences	1 st , 2 nd , 3 rd	2x5	
				0111	Education science	1 st , 2 nd	2x5	
		0314	Sociology and cultural studies	1 st , 2 nd	2x5			
PL BIALYST04	LT KAUNAS01	0612	Computer Science	1 st , 2 nd , 3 rd				
		0613						
				0541	Mathematics	1 st , 2 nd		
				0222	History	1 st , 2 nd	2x5	
				0314	Cultural Studies	1 st , 2 nd	2x5	
				0230	Languages	1 st , 2 nd	2x5	
				0510	Biological and related sciences	1 st , 2 nd , 3 rd	2x5	
				0111	Education science	1 st , 2 nd	2x5	
		0314	Sociology and cultural studies	1 st , 2 nd	2x5			

Staff Mobility:

FROM	TO	Subjec	Subject	Number of staff mobility periods
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[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	t area code [ISCED]	area name	Staff Mobility for Teaching [Average duration per person]	Staff Mobility for Training * [Average duration per person]
LT KAUNAS01	PL BIALYST04	0612	Computer Science	2x5 days	To be decided
		0613			
		0541	Mathematics	2x5 days	To be decided
		0222	History	2x5 days	To be decided
		0314	Cultural Studies	2x5 days	To be decided
		0230	Languages	2x5 days	To be decided
		0510	Biological and related sciences	2x5 days	To be decided
		0111	Education science	2x5 days	To be decided
		0314	Sociology and cultural studies	2x5 days	To be decided
PL BIALYST04	LT KAUNAS01	0612	Computer Science	2x5 days	To be decided
		0613			
		0541	Mathematics	2x5 days	To be decided
		0222	History	2x5 days	To be decided
		0314	Cultural Studies	2x5 days	To be decided
		0230	Languages	2x5 days	To be decided
		0510	Biological and related sciences	2x5 days	To be decided
		0111	Education science	2x5 days	To be decided
		0314	Sociology and cultural studies	2x5 days	To be decided

**Optional: study cycle is 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.*

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]
LT KAUNAS01		EN	LT	B2	C1
PL BIALYST04		PL	EN (for courses offered to exchange students)	B2	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 and information

Receiving institution [Erasmus code]	Optional: additional requirements	Optional: additional information
LT KAUNAS01		<p>Application procedure: www.vdu.lt/en/studies/exchange-studies/incoming/ Academic information: www.vdu.lt/en/studies/International-student-handbook/information-about-studies/ Courses: www.vdu.lt/en/studies/courses/ Lithuanian studies: www.vdu.lt/en/studies/lithuanian-studies/ Useful information: www.vdu.lt/en/studies/International-student-handbook/ Disability-Friendly University: www.vdu.lt/en/studies/why-vmu/a-disabled-friendly-university</p>
PL BIALYST04		<p>Local mentors will help incoming students with practical issues like opening a bank account, registration procedures etc.</p> <p>Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/ facilities available. Please contact International Programmes and Relations Office in order to get more information.</p>

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>

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term*	Spring term*	Contacts
LT KAUNAS01	June 1st	November 15th	International Cooperation Department international@vdu.lt +370 37 327 981
PL BIALYST04	June 30 th	November 30 th	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089

* to be adapted in case of a trimester system

2. The receiving institution will send its decision within 3 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

The agreement may, at any time during its period of validity, be amended or terminated by the involves parties upon prior notices in writing. In the event of unilateral agreement 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 conflict.

F. Information

1. Grading systems of the institutions

Institution [Erasmus code]	Website for information
LT KAUNAS01	www.vdu.lt/en/studies/academic-information/system-of-credits-and-grading
PL BIALYST04	http://uwb.edu.pl/grading-system (English version) In case of additional questions, please contact Erasmus Coordinator.

It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁴. A link to a webpage or the annex to this agreement can be enough.

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
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⁴http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

LT KAUNAS01	International Cooperation Department International@vdu.lt +370 37 327 981	www.vdu.lt/en/studies/international-student-handbook/
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)

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
LT KAUNAS01	International Cooperation Department erasmus@vdu.lt +370 37 327 981	www.vdu.lt/en/studies/international-student-handbook/
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)


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
LT KAUNAS01	studentas@vdu.lt +370 37 327 977	www.vdu.lt/en/studies/international-student-handbook/accomodation/
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
LT KAUNAS01	Vice-Rector for International Relations Ms. Ineta Dabašinskienė	17.04.18	
PL BIALYST04	dr hab. Mariusz Popławski, prof. UwB Vice-Rector for Development and International Cooperation	12.04.18	