



**Uniwersytet w Białymstoku, Polen
And Fontys Hogeschool Sociale Studies**

Erasmus+ Programme

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

Inter-institutional agreement 2014-20[21] between programme countries

[Minimum requirements]¹

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.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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)
<p>UNIVERSITY OF BIALYSTOK</p> <p>EUC-number 67733-LA-1-2014-1-PL-E4AKA1-ECHE</p>	<p>PL BIALYST04</p>	<p>International Programmes and Relations Office ul. M. Skłodowskiej-Curie 14, 15-097 Białystok, Poland erasmus@uwb.edu.pl, incoming@uwb.edu.pl Tel./Fax: +48 857457089, Tel.: +48 85 7457051</p> <p>Erasmus Institutional Coordinator: dr hab. Anna Piszcz, piszcz@uwb.edu.pl</p> <p>Departmental Coordinator Emilia Żyłkiewicz – Płońska, MA Tel. + 48 85 7457403, Fax: + 48 85745 73 95 pip.erasmus@uwb.edu.pl</p>	<p>http://www.uwb.edu.pl (English version)</p>
<p>FONTYS UNIVERSITY OF APPLIED SCIENCES</p> <p>School of Social Studies Eindhoven</p> <p>EUC-number 28880-IC-1-NL-ERASMUS-EUCX-1</p>	<p>NL EINDHOV03</p>	<p>Postbus 347 5600 AH Eindhoven</p> <p>Annemarie Schellekens Coördinator Internationalisering Tel.: +31885075554 Annemarie.schellekens@fontys.nl</p> <p>Erasmus Coördinator +31 8850 75433 internationaloffice@fontys.nl</p>	<p>http://fontys.edu/prospective.students/exchange</p>

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

B. Mobility numbers³ 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 mobility Student Mobility for Studies [total number of months of the study periods or average duration]	student periods Student Mobility for Traineeships *
PL BIALYST04	NL EINDHOV03	011		BA, MA	10m=5m*2st	2
NL EINDHOV03	PL BIALYST04	031		BA	10m=5m*2st	2

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Number of mobility Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	staff periods Staff Mobility for Training *
PL BIALYST04	NL EINDHOV03	011		20d=5d*4ts	2
NL EINDHOV03	PL BIALYST04	031		20d=5d*4ts	2

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:

³ 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>)

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL BIALYST04		English	Polish	B2	B2
NL EINDHOV03		Nederlands	Engels	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

PL BIALYST04:

Local mentors will help incoming students with practical issues like opening a bank account, registration procedures etc.

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.

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 BIALYST04	June 30 th	November 30 th
NL EINDHOV03	May 15 th	November 15 th

2. The receiving institution will send its decision within 6 weeks after the application deadline.
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. The official transcript of record can be send within 5 weeks, but the grades of the students have to reach the sending institutions at latest the 3rd of July, by means of Email communication between the international coordinators.

⁴ 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>

4. Termination of the agreement

In the event of unilateral termination of the agreement, 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 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' guide⁵. 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.]

Fontys University Grading Scale:

We give/get figures in the range 1-10. The 'pass value' is 5,5

ECTS grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

ECTS credits:

1 full academic year = 60 credits
1 semester = 30 credits
1 term/trimester = 20 credits

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁶. 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.]

⁵ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

⁶ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

PL BIALYST04:

The following scale is used for all types of evaluations/examinations:

POLISH GRADE:	LOCAL DEFINITION	ECTS GRADE:	% of successful students normally achieving the grade	DEFINITION:
5	Bardzo dobry / very good	A	10	EXCELLENT - outstanding performance with only minor errors
4+	Dobry plus / better than good	B	25	VERY GOOD - above the average standard but with some errors
4	Dobry / good	C	30	GOOD - generally sound work with a number of notable errors
3+	Dostateczny plus / better than satisfactory	D	25	SATISFACTORY - fair but with significant shortcomings
3	Dostateczny / satisfactory	E	10	SUFFICIENT - performance meets the minimum criteria
2	Niedostateczny / unsatisfactory (fail)	F, FX	-	F - FAIL - some more work required before the credit can be awarded FX - FAIL - considerable further work is required

2. Visa

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 BIALYST04	incoming@uwb.edu.pl tel.: + 48 85 7457051 tel./fax: +48 85 7457089	http://www.uwb.edu.pl (English version)
NL EINDHOV03	Ms. Annemarie Schellekens Coordinator Internationalisation Tel: +31 885075554 Annemarie.schellekens@fontys.nl Or internationaloffice@fontys.nl Tel: +31 8850 75433	

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 BIALYST04	incoming@uwb.edu.pl tel.: + 48 85 7457051 tel./fax: +48 85 7457089	http://www.uwb.edu.pl (English version)
NL EINDHOV03	internationaloffice@fontys.nl Tel: +31 8850 75433	http://www.fontys.nl/fio/english_new/insurance.and.registration.401132.htm

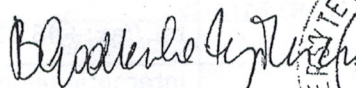

4. Housing

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 BIALYST04	incoming@uwb.edu.pl tel.: + 48 85 7457051 tel./fax: +48 85 7457089	http://www.uwb.edu.pl (English version)
NL EINDHOV03	Ms. Annemarie Schellekens Coordinator Internationalisation Tel: +31 885075554 Annemarie.schellekens@fontys.nl Or internationaloffice@fontys.nl Tel: +31 8850 75433	http://www.fontys.nl/fio/english

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
PL BIALYST04	Prof. Beata Godlewska- Żyłkiewicz Vice-Rector for Research and International Relations	18-3- 2014	 
NL EINDHOV03	Mrs Annemarie Schellekens Coordinator Internationalisation	10-3- 2014	