Załącznik nr 1

do Uchwały nr 26/2021 PWSZ im. J.A. Komeńskiego w Lesznie

z dnia 29.06.2021 r.

|  |  |
| --- | --- |
|  | ***[ Logotyp uczelni partnerskiej ]*** |

**Erasmus+ Programme**

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

**Inter-institutional agreement   
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.

1. **Information about higher education institutions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the institution** | **Erasmus code** | **Contact details**  **(email, phone)** | **Website**  **(eg. of the course catalogue)** |
| Państwowa Wyższa Szkoła Zawodowa. im. Jana Amosa Komeńskiego w Lesznie  Jan Amos Komenski University of Applied Sciences in Leszno | PL LESZNO01 |  |  |
|  |  |  |  |

**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** | **TO** | ***Subject area code \**** | ***Subject area name \**** | ***Study cycle [short cycle, 1st , 2nd] \**** | **Number of student mobility periods** |
| Student Mobility for Studies *[total number of months of the study periods or average duration\*]* |
| PL LESZNO01 |  |  |  |  |  |
|  | PL LESZNO01 |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 | *Staff Mobility for Training* |
|  | PL LESZNO01 |  |  | X week  Min. 8 hours |  |
|  |  |  | x mobility 1 week |
| PL LESZNO01 |  |  |  | X week  Min. 8 hours |  |
|  |  |  | x mobility 1 week |

**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** | **Language of instruction 1** | **Language of instruction 2** | **Recommended language of instruction level** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| PL LESZNO01 |  |  |  |  |
|  |  |  |  |  |

**D. Additional requirements**

|  |  |
| --- | --- |
| **Institution** | **Additional requirements** |
| PL LESZNO01 |  |
|  |  |

**E. Calendar**

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

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Autumn term\*** | **Spring term\*** |
| PL LESZNO01 | 15 March - 15 May | 1 October - 15 November |
|  |  |  |

2. The receiving institution will send its decision within 8 weeks.

3. Academic Calendar

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Autumn term**  **[from - to]** | **Spring term**  **[from - to]** |
| PL LESZNO01 | October – February | February - June |
|  |  |  |

4. A Transcript of Records will be issued by the receiving institution no later than five[[1]](#footnote-1) weeks after the assessment period has finished at the receiving HEI. The assessment period usually last until the end of the semester.

5. Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year´s notice. *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. Students selected prior the date of notification must be admitted by the receiving institution.* 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**

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| --- | --- |
| **Institution** | **Website for information** |
| PL LESZNO01 |  |
|  |  |

**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** | **Contact details** | **Website for information** |
| PL LESZNO01 | International Office  Tel/ Fax: +48 65 528 78 78  [dwz@pwsz.edu.pl](mailto:dwz@pwsz.edu.pl) |  |
|  |  |  |

**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** | **Contact details** | **Website for information** |
| PL LESZNO01 | International Office  Tel/ Fax: +48 65 528 78 78  [dwz@pwsz.edu.pl](mailto:dwz@pwsz.edu.pl) |  |
|  |  |  |

**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** | International Office  Tel/ Fax: +48 65 528 78 78  [dwz@pwsz.edu.pl](mailto:dwz@pwsz.edu.pl)**Contact details** | **Website for information** |
| PL LESZNO01 | International Office  Tel/ Fax: +48 65 528 78 78  [dwz@pwsz.edu.pl](mailto:dwz@pwsz.edu.pl) |  |
|  |  |  |

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Name, function** | **Date** | **Signature[[2]](#footnote-2)** |
| PL LESZNO01 | dr Janusz Poła prof. PWSZ, Rector |  |  |
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1. [↑](#footnote-ref-1)
2. Scanned signatures are accepted [↑](#footnote-ref-2)