



# 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 (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDAD DE JAÉN	E JAEN01	M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization ; Phone +34 953 212194 E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a>  Sebastian Bruque; International Mobility Programmes Coordinator ; Phone +34 953 212620 E-mail: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a>  David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/academics_home.php">http://www.ujaen.es/serv/vicint/home/academics_home.php</a>
UNIwersytet Śląski w Katowicach	PL KATOWIC01	<b>Erasmus Office</b> Email: <a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a> Phone: +48 32 359 11 78 <b>Departmental Coordinator:</b> <b>Faculty of Philology</b> Dr Cecylia Tatoj <a href="mailto:cecylia.tatoj@us.edu.pl">cecylia.tatoj@us.edu.pl</a>  <b>Institutional Coordinator:</b> Jarosław Gąsior Department of International Relations, ul. Bankowa 12 40-007 KATOWICE, Poland T/F: [+48] 32 359 1178 <a href="mailto:jaroslaw.gasior@us.edu.pl">jaroslaw.gasior@us.edu.pl</a>	<a href="http://kandydat.us.edu.pl/katalog_kursow/">http://kandydat.us.edu.pl/katalog_kursow/</a>  <a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a>  <a href="http://www.us.edu.pl">http://www.us.edu.pl</a>

## B. Mobility numbers<sup>1</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods
					Student Mobility for Studies [total number of months of the study periods or average duration*]
PL KATOWIC01	E JAEN01	222	Foreign Languages	1	2 students x 10 months
E JAEN01	PL KATOWIC01	222	Foreign Languages	1	2 students x 10 months

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*]
PL KATOWIC01	E JAEN01	222	Foreign Languages	2 teachers 5 days x 8 hours
E JAEN01	PL KATOWIC01	222	Foreign Languages	2 teachers 5 days x 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 <sup>2</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E JAEN01		Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English
PL KATOWIC01		PL	EN	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

<sup>1</sup> 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>

<sup>2</sup> 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>

#### D. Additional requirements

##### PL KATOWIC01:

- Incoming Erasmus students have to take main part of their workload from the US faculty and department that coordinates the bilateral agreement. Some additional workload can be made up of courses from different faculties.
- Incoming teaching staff must be individually accepted by the US faculty and department that coordinates the bilateral agreement. The acceptance will be based on the candidate's working plan and its adequacy to the teaching programme of the US host didactic unit.
- Incoming non-teaching staff must be individually accepted by the department, service or unit concerned, based on the proposed working plan and the availability of the department, service or unit to host visitors.
- The University of Silesia in Katowice places the utmost importance on providing equal opportunities for people with disabilities. Our university is constantly re-examining the needs of students and employees with disabilities and the challenges they may encounter during their studies and work. We are committed to ensuring equal access to sources of knowledge, new educational programs, modern technological solutions and the appropriate conditions of studies and work.

Detailed information:

[www.bon.us.edu.pl](http://www.bon.us.edu.pl), [bon@us.edu.pl](mailto:bon@us.edu.pl), +48 32 359 1998 (Bankowa 14, 40-007 Katowice, Poland)

[www.erasmus.us.edu.pl](http://www.erasmus.us.edu.pl), [erasmus@us.edu.pl](mailto:erasmus@us.edu.pl), +48 32 3591178, (Bankowa 12, 40-007 Katowice, Poland)

##### E JAEN01:

Information for Disabled Students: <http://www10.ujaen.es/conocenos/servicios-unidades/neduespeciales/inicio>

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E JAEN01	30 June	30 November
PL KATOWIC01	30 <sup>th</sup> June	30 <sup>th</sup> November

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

2. The receiving institution will send its decision within **4** 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.
4. Termination of the agreement  
In the event of unilateral 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 a conflict.



## F. Information

### 1. Grading systems of the institutions

Uniwersytet Śląski w Katowicach (PL KATOWIC01):

[http://kandydat.us.edu.pl/katalog\\_kursow/](http://kandydat.us.edu.pl/katalog_kursow/) or <http://www.erasmus.us.edu.pl>

Local Grade	ECTS Grade	ECTS Grade % of successful students normally achieving the grade	Definition
5 - bardzo dobry	A	10	<b>EXCELENT</b> - Outstanding performance with only minor errors.
4,5 (+4 dobry plus)	B	25	<b>VERY GOOD</b> - Above the average standard but with some errors
4 (dobry)	C	30	<b>GOOD</b> - Generally sound work with a number of notable errors
3,5 (+3 dostateczny plus)	D	25	<b>SATISFACTORY</b> - Fair but with significant shortcomings
3 (dostateczny)	E	10	<b>SUFFICIENT</b> - Performance meets the minimum criteria
2 (niedostateczny)	F/FX	-	<b>FAIL</b> (below the minimum criteria)

## E JAEN01

Grade in Spanish Academic Records	Definition	Numerical mark	Estimated ECTS Grade	Definition
4	Matrícula de Honor	10	A+	Top Qualification in Class or Subject
3	Sobresaliente	9-10	A	Highest 10%
2	Notable	7.8-9	B	Next 20%
1	Aprobado	5.6-9	C-D	Next 65%
	Suspenso	0-4.9	FX-F	Not Pass

### 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
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>

	E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	
PL KATOWIC01	<a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a>	<a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a> or <a href="http://kandydat.us.edu.pl/katalog_kursow/">http://kandydat.us.edu.pl/katalog_kursow/</a> Ministry of Foreign Affairs Republic of Poland information for foreigners: <a href="http://www.msz.gov.pl/en/">http://www.msz.gov.pl/en/</a> entering Poland: <a href="http://www.msz.gov.pl/en/travel_to_poland/entering_poland/entering_poland">http://www.msz.gov.pl/en/travel_to_poland/entering_poland/entering_poland</a> visa requirements: <a href="http://www.msz.gov.pl/en/travel_to_poland/visa/visa">http://www.msz.gov.pl/en/travel_to_poland/visa/visa</a>

### 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
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
PL KATOWIC01	<a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a>	<a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a>


### 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
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
PL KATOWIC01	<a href="mailto:erasmus@us.edu.pl">erasmus@us.edu.pl</a>	<a href="http://www.erasmus.us.edu.pl">http://www.erasmus.us.edu.pl</a> ( <a href="http://www.erasmus.us.edu.pl/accommodation">http://www.erasmus.us.edu.pl/accommodation</a> - direct link to accommodation info)

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization	25-03-14	
PL KATOWIC01	Dr hab. Mirosław Nakoneczny Vice-Rector for Internationalisation, Institutional Affairs and Public Relations		

<sup>3</sup> Scanned signatures are accepted