



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

**Inter-institutional agreement 2014-2020**  
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)
<b>MARIA CURIE-SKŁODOWSKA UNIVERSITY</b>	<b>PL LUBLIN01</b>	Mr.Ryszard Straszynski, Institutional Coordinator DS Femina, ul. Langiewicza 20, 20-035 Lublin, Poland tel. (+48) 815375218, tel./fax (+48) 815375410 www.umcs.lublin.pl/dwz e-mail: <a href="mailto:ryszard.straszynski@poczta.umcs.lublin.pl">ryszard.straszynski@poczta.umcs.lublin.pl</a> ;  Departmental coordinator (Faculty of Chemistry): Dr Mariusz Barczak <a href="mailto:mbarczak@poczta.umcs.lublin.pl">mbarczak@poczta.umcs.lublin.pl</a>	<a href="http://www.umcs.lublin.pl">www.umcs.lublin.pl</a>
<b>UNIVERSIDAD DE JAÉN</b>	<b>E JAEN01</b>	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:dprenon@ujaen.es">dprenon@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>

## 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*]	Student Mobility for Traineeships *
E JAEN01	PL LUBLIN01	442	Chemistry	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	18 (3 students)	-
PL LUBLIN01	E JAEN01	442	Chemistry	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	18 (3 students)	-

[\*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 *
E JAEN01	PL LUBLIN01	442	Chemistry	1 x 5 days	
PL LUBLIN01	E JAEN01	442	Chemistry	1 x 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 <sup>2</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E JAEN01	442	Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English
PL LUBLIN01	442	Polish	English for selected courses	Polish B1 or English B1 for courses taught in English	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

<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 LUBLIN01

1. Application documents for students include: application form, Learning Agreement, transcript of records. Exchange studies for PhD students are organized according to individual plans.
2. International staff members should enquire about teaching appointments or traineeship visits directly with the departmental coordinators of the respective partner faculty.

## 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	June 30 <sup>th</sup>	November 30 <sup>th</sup>
PL LUBLIN01	May 15 <sup>th</sup>	November 30 <sup>th</sup>

2. E JAEN01, PL LUBLIN01: The receiving institution will send its decision within 3 weeks
3. E JAEN01, PL LUBLIN01: 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

#### 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

#### PL LUBLIN01

**PL LUBLIN01** uses the standard Polish grading system ranging from 2 (fail) to 5 (very good). Often the marks "+" and "-" are added to the principal grades. 5. = (*bardzo dobry*) = very good, 4.5 / 4+ = (*dobry +*) = good plus, 4. = (*dobry*) = good; 3.5 / 3+ = (*dostateczny +*) = satisfactory plus, 3. = (*dostateczny*) = satisfactory, 2. = (*niedostateczny*) = unsatisfactory / failing

#### 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 E-mail: dprendon@ujaen.es	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idio ma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idio ma=en</a>
PL LUBLIN01	Erasmus Office, tel./fax (+48) 815375410	<a href="http://www.umcs.lublin.pl/dwz">www.umcs.lublin.pl/dwz</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:


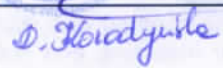
Institution [Erasmus code]	Contact details (email, phone)	Website for information
<b>E JAEN01</b>	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
<b>PL LUBLIN01</b>	Erasmus Office, tel./fax (+48) 815375410	<a href="http://www.umcs.lublin.pl/dwz">www.umcs.lublin.pl/dwz</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
<b>E JAEN01</b>	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	<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>
<b>PL LUBLIN01</b>	Erasmus Office: Student Office:	<a href="http://www.umcs.lublin.pl/dwz">www.umcs.lublin.pl/dwz</a> <a href="mailto:akademik@umcs.lublin.pl">akademik@umcs.lublin.pl</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
<b>E JAEN01</b>	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization	25/11/13	
<b>PL LUBLIN01</b>	<b>PRODZIEKAN</b>  <b>dr. hab. Dorota Kołodyńska</b> <b>PROFESOR</b> <i>blt</i>  <b>dr. hab. Barbara Hlibowicka-Węglarz</b> <b>prof. nadzw.</b>	7. 11. 2013	

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