



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014/15 - 2020/21

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)
KARKONOSZE STATE HIGHER SCHOOL IN JELENIA GÓRA	PL JELENIA01	Kamila Biniek Rector's Assistant for Foreign Affairs Email: kamila.biniek@kpswjg.pl Tel.: 0048 75 64 53 342 Marcela Burdzy In the deputy of the Rector's Assistant for foreign Affairs Email: marcela.burdzy@kpswjg.pl Tel.: 0048 75 64 53 342 Lwówecka street 18, 58-503 Jelenia Góra, Poland	http://www.kpswjg.pl/en
INSTITUTO POLITÉCNICO DE CASTELO BRANCO (IPCB)	P CASTELO01	Prof. João Pedro Luz Head of International Relations Office gri.coord@ipcb.pt Dr.ª Conceição Baptista Institutional Erasmus Coordinator cbaptista@ipcb.pt Ph.: +351 272 339 600	www.ipcb.pt/en

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 (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 student mobility periods	
					Student Mobility for Studies (total number of months per one academic year)	Student Mobility for Traineeships *
P CASTELO 01	PL JELENIA01	723	Nursing, Physiotherapy, Primary Education, Physical Education	1st	2	2
PL JELENIA01	P CASTELO 01	723	Nursing, Physiotherapy, Primary Education, Physical Education	1st	2	2
P CASTELO 01	PL JELENIA01	48	Safety/ Civil Protection Engineering, Computer Science	1st	2	2
PL JELENIA01	P CASTELO 01	48	Safety/ Civil Protection Engineering, Computer Science	1st	2	2

* Optional

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 per one academic year)	Staff Mobility for Training *
P CASTELO 01	PL JELENIA01		Nursing, Physiotherapy, Primary Education, Physical Education, Safety/ Civil Protection Engineering, Computer Science	tbd	tbd
PL JELENIA01	P CASTELO 01		Nursing, Physiotherapy, Primary Education, Physical Education, Safety/ Civil Protection Engineering, Computer Science	tbd	tbd
P CASTELO 01	PL JELENIA01		Nursing, Physiotherapy, Primary Education, Physical Education, Safety/ Civil Protection Engineering, Computer Science	tbd	tbd
PL JELENIA01	P CASTELO 01		Nursing, Physiotherapy, Primary Education, Physical Education, Safety/ Civil Protection Engineering, Computer Science	tbd	tbd

* Optional

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)	Subject area name *	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]
P CASTELO 01	All	Portuguese	English	B1	B2
PL JELENIA01	Nursing, Physiotherapy, Primary Education, Physical Education Safety/ Civil Protection Engineering, Computer Science	English	Polish	B1 B1	B2 B2

* Optional

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

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

E. Calendar

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

Receiving institution (Erasmus code)	Autumn term	Spring term
P CASTELO 01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)
PL JELENIA 01	15.05	15.11

- The receiving institution will send its decision within 5 weeks after deadlines.
- 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.
- Termination of the agreement

The involved institutions may agree on the procedure of modifying or terminating the bilateral agreement. In case of unilateral modification or termination, a written notice of at least one academic year ahead will be given. 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

PL JELENIA01: <http://www.kpswjg.pl/en/erasmus-programme>

P CASTELO 01: ECTS credits and scale:

1 full academic year = 60 credits

1 semester = 30 credits

The Portuguese grading scale is from 0 to 20.

- 10 is the minimum passing grade.*
- 10 to 13 - Sufficient to Satisfactory*
- 14 and 15 - Good*
- 16 and 17 - Very good*
- 18 to 20 - Excellent*

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
P CASTELO 01	Foreign People and Borders Office Tel: +351 272 349 500 del.cbranco@sef.pt	http://www.sef.pt/portal/V10/EN/asp/page.aspx
PL JELENIA 01	Kamila Biniek, Marcela Burdzy (Institutional Coordinator) 0048 75 64 53 342	http://www.turcja.org.pl/index.php?strona=wizy-erasmus

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
P CASTELO 01	<u>European Commission</u> (<u>Employment,</u> <u>Social Affairs &</u> <u>Inclusion</u>)	European Health Insurance Card http://ec.europa.eu/social/main.jsp?catId=559 http://www.ipcb.pt/en/index.php/before-departure
PL JELENIA 01	Kamila Biniek, Marcela Burdzy (Institutional Coordinator) 0048 75 64 53 342	http://euro26.pl/


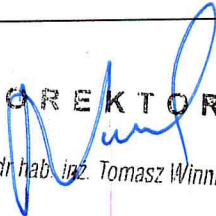
4. Housing

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 (Erasmus code)	Contact details (email, phone)	Website for information
P CASTELO 01	Paula Ribeiro gri@ipcb.pt Ph.: +351 272 339 625	http://www.ipcb.pt/en/index.php/before-departure
PL JELENIA 01	Kamila Biniek, Marcela Burdzy (Institutional Coordinator) 0048 75 64 53 342	http://www.kpswjg.pl/en/dormitory

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature
P CASTELO 01	Prof. Dr. José Carlos Gonçalves Vice-President	16/01/2014	
PL JELENIA 01	Prof. dr hab. inż. Tomasz Winnicki Vice- rector	20. 01. 2014	<p>PROREKTOR</p>  <p>prof. zw. dr hab. inż. Tomasz Winnicki</p>