



## Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2017-20[21]<sup>2</sup> 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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Uniwersytet Przyrodniczy we Wrocławiu</b> <b>(Wrocław University of Environmental and Life Sciences)</b> ul. C.K. Norwida 25 50-375 Wrocław, Poland	PL WROCLAW 04	<b>Mrs. Jadwiga Bolechowska</b> Erasmus+ Institutional Coordinator International Relations Office Tel. +48 71 320 5478 <a href="mailto:jadwiga.bolechowska@upwr.edu.pl">jadwiga.bolechowska@upwr.edu.pl</a>  <b>Mrs. Kamila Majchrzak</b> International Relations Office, Outgoing/Incoming Staff, Traineeships Tel. +48 71 320 5288 <a href="mailto:kamila.majchrzak@upwr.edu.pl">kamila.majchrzak@upwr.edu.pl</a>	<a href="http://www.upwr.edu.pl/en/">http://www.upwr.edu.pl/en/</a>  <a href="https://www.upwr.edu.pl/students/9297/erasmus_ects.html">https://www.upwr.edu.pl/students/9297/erasmus_ects.html</a>  <a href="https://www.student.up.wroc.pl/lista/">https://www.student.up.wroc.pl/lista/</a>  <a href="http://www.rekrutacja.upwr.edu.pl/studies/">http://www.rekrutacja.upwr.edu.pl/studies/</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<b>Mrs. Anna Posadowska-Malarz</b> International Relations Office Outgoing Students Tel. +48 71 320 5287 Fax: +48 71 320 5115 <a href="mailto:anna.posadowska-malarz@upwr.edu.pl">anna.posadowska-malarz@upwr.edu.pl</a>	
Høgskulen på Vestlandet (HVL)  Western Norway University of Applied Sciences  <b>Faculty of Engineering and Science</b>	N BERGEN14	<a href="mailto:erasmus@hvl.no">erasmus@hvl.no</a>  (+47) 55 58 58 00  <b>Academic contact persons</b>  <i>Natural Science</i> <i>Campus Sogndal:</i> Matthias Paetzel, <a href="mailto:matthias.paetzel@hvl.no">matthias.paetzel@hvl.no</a>	<a href="http://www.hvl.no/en/">www.hvl.no/en/</a>

#### B. Mobility numbers<sup>4</sup> per 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	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
PL WROCLAW 04	N BERGEN14	0521	Environmental sciences	1 <sup>st</sup> , 2 <sup>nd</sup>	3x5 months = 15 months	Only by individual agreement
		0532	Earth sciences			
N BERGEN14	PL WROCLAW 04	0521	Environmental sciences	1 <sup>st</sup> , 2 <sup>nd</sup>	3x5 months = 15 months	Only by individual agreement
		0532	Earth sciences			

<sup>4</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>)

[\*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 *
PL WROCLAW04	N BERGEN14	0521	Environmental sciences	2 x 2-5 days	2 x 2-5 days
		0532	Earth sciences		
N BERGEN14	PL WROCLA04	0521	Environmental sciences	2 x 2-5 days	2x 2-5 days
		0532	Earth sciences		

### 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>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL WROCLAW04		English	Polish	English B2	English B2
N BERGEN14		English	Norwegian	English B2 Norwegian B2	English C1

<sup>5</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>

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**

##### **N BERGEN14:**

HVL has the appropriate infrastructure for students and staff with disabilities. Please inform the international office in advance of any special needs of the exchange student or staff member.

##### **PL WROCLAW04:**

The Wroclaw University of Environmental and Life Sciences welcomes students and staff with disabilities. However it is advised to provide the Institutional Coordinator with more detailed information regarding specific disability prior to nomination.

#### **E. Calendar**

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

<b>Receiving institution</b> [Erasmus code]	<b>Autumn term*</b> [month]	<b>Spring term*</b> [month]
PL WROCLAW04	Nomination: 01 June Application: 01 July	Nomination: 01 November Application: 15 December
N BERGEN14	April 15 <sup>th</sup>	October 15 <sup>th</sup>

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

##### **N BERGEN14:**

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.

##### **PL WROCLAW04:**

Academic calendar:

[https://www.upwr.edu.pl/students/46364/academic\\_calendar\\_2017\\_2018.html](https://www.upwr.edu.pl/students/46364/academic_calendar_2017_2018.html)

2. The receiving institution will send its decision within 6-8 weeks after the deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished.

#### 4. 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. The termination clauses must include the following disclaimer: "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

N BERGEN14 - <https://www.hvl.no/en/studies-at-hvl/>  
PL WROCLAW04: [http://www.upwr.edu.pl/studies\\_and\\_students/9312/local\\_grades.html](http://www.upwr.edu.pl/studies_and_students/9312/local_grades.html)

### 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
PL WROCLAW0 4	<a href="mailto:jadwiga.bolechowska@upwr.edu.pl">jadwiga.bolechowska@upwr.edu.pl</a>	<a href="https://www.upwr.edu.pl/students/19020/visa.html">https://www.upwr.edu.pl/students/19020/visa.html</a>
N BERGEN14	<a href="mailto:international@hvl.no">international@hvl.no</a> (+47) 55 58 58 00	<a href="https://www.hvl.no/en/studies-at-hvl/">https://www.hvl.no/en/studies-at-hvl/</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
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code]		
PL WROCLAW 04	<a href="mailto:jadwiga.bolechowska@upwr.edu.pl">jadwiga.bolechowska@upwr.edu.pl</a>	<a href="https://www.upwr.edu.pl/students/19019/medical_insurance.html">https://www.upwr.edu.pl/students/19019/medical_insurance.html</a>
N BERGEN14	<a href="mailto:international@hvl.no">international@hvl.no</a> (+47) 55 58 58 00	<a href="https://www.hvl.no/en/studies-at-hvl/">https://www.hvl.no/en/studies-at-hvl/</a>

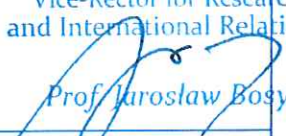

#### 4. Housing

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
PL WROCLAW0 4	<a href="mailto:jadwiga.bolechowska@upwr.edu.pl">jadwiga.bolechowska@upwr.edu.pl</a>	<a href="https://www.upwr.edu.pl/students/9869/housing.html">https://www.upwr.edu.pl/students/9869/housing.html</a>
N BERGEN14	<a href="mailto:international@hvl.no">international@hvl.no</a> (+47) 55 58 58 00	<a href="https://www.hvl.no/en/campus-life/">https://www.hvl.no/en/campus-life/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
PL WROCLAW04	Prof. Jarosław Bosy Vice-Rector for Research and International Relations	05.01. 2018v.	Vice-Rector for Research and International Relations  Prof. Jarosław Bosy
N BERGEN14	Björg Kristin Selvik, Pro-rector	08.01. 2018	 Björg Kristin Selvik

<sup>6</sup> Scanned signatures are accepted