



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
KU Leuven Faculty of Bioscience Engineering	B LEUVEN01	Erasmus+ Administration: Kristel Rock kristel.rock@biw.kuleuven.be Tel: +3216321010 Fac. Coordinator: Matt Tips matt.tips@biw.kuleuven.be Tel: +3216328587 Inst. Coordinator: Elke Timmermans elke.timmermans@int.kuleuven.be Tel. : +3216323767	http://www.biw.kuleuven.be/english/FutureStudents/exchange.aspx

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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

<p>Uniwersytet Przyrodniczy we Wrocławiu</p> <p>Wrocław University of Environmental and Life Sciences</p> <p>ul. C.K. Norwida 25 50-375 Wrocław, Poland</p>	<p>PL WROCLAW04</p>	<p>Mrs. Jadwiga Bolechowska Erasmus Institutional Coordinator, International Relations Office, Incoming Students Tel. +48 71 320 5478 Fax: +48 71 320 5115 jadwiga.bolechowska@up.wroc.pl</p> <p>Anna Posadowska-Malarz International Relations Office Outgoing Students Tel. +48 71 320 5287 Fax: +48 71 320 5115 anna.posadowska-malarz@up.wroc.pl</p>	<p>http://www.up.wroc.pl/studies_and_students/</p> <p>https://www.student.up.wroc.pl/lista/</p>
---	---------------------	---	---

B. Mobility numbers⁴ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 Student Mobility for Traineeships * [total number of months of the study periods or average duration*]	
B LEUVEN01	PL WROCLAW04	5	Natural Sciences, mathematics and statistics	1 st , 2 nd , 3 rd	2 students (each 6 months)	----
		7	Engineering, manufacturing and construction	1 st , 2 nd , 3 rd	2 students (each 6 months)	----
		8	Agriculture, forestry, fisheries and veterinary	1 st , 2 nd , 3 rd	2 students (each 6 months)	----
PL WROCLAW04	B LEUVEN01	5	Natural Sciences, mathematics and statistics	1 st , 2 nd , 3 rd	2 students (each 6 months)	----
		7	Engineering, manufacturing and construction	1 st , 2 nd , 3 rd	2 students (each 6 months)	----

⁴ 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>)

		8	Agriculture, forestry, fisheries and veterinary	1 st , 2 nd , 3 rd	2 students (each 6 months)	----
--	--	---	---	---	----------------------------	------

[*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 *
B LEUVEN01	PL WROCLAW04	---	---	----	----
PL WROCLAW04	B LEUVEN01	---	---	---	---

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
B LEUVEN01	All areas	English	Dutch	B1	C1
PL WROCLAW04		English	Polish	B2	B2

⁵ 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

B LEUVEN01

All practical information for incoming students (incl. application procedure) can be found on the website of International Admissions and Mobility : <http://www.kuleuven.be/admissions/>

KU Leuven organises welcome activities for all international students, including Orientation Days and a Buddy Program. More information about these activities can be found on the website : <http://www.kuleuven.be/welcome/>

A Dutch language course, free of charge for Erasmus students, is organised by the Leuven Language Institute : http://ilt.kuleuven.be/english/cursus/andere_ned_vr_erasmus.php

The university also offers support for students with disabilities : <http://www.kuleuven.be/studentenvoorzieningen/studentswithdisability/index.html>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
B LEUVEN01	April 14 th <small>The academic calendar can be found on http://www.kuleuven.be/english/about/</small>	October 1 st <small>The academic calendar can be found on http://www.kuleuven.be/english/about/</small>
PL WROCLAW04	Nomination: 01 June Application: 01 July	Nomination: 01 November Application: 15 December

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

2. The receiving institution will send its decision within 5 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. [*It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines*]
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. 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

PL WROCLAW04: http://www.up.wroc.pl/studies_and_students/9312/local_grades.html

B LEUVEN01: http://www.kuleuven.be/education/ects/positioning/faculties/bio_irw.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
B LEUVEN01	http://www.kuleuven.be/admissions/contact/index.html	https://www.kuleuven.be/english/admissions/travelling/visa
PL WROCLAW04	jadwiga.bolechowska@up.wroc.pl	http://www.up.wroc.pl/studies_and_students/

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 LEUVEN01	http://www.kuleuven.be/admissions/contact/index.html	http://www.kuleuven.be/english/services/insurances/
PL WROCLAW04	_____	http://www.up.wroc.pl/studies_and_students/

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
B LEUVEN01	housingservice@dsv.kuleuven.be tel.: +3216324400	http://www.kuleuven.be/studentenvoorzieningen/accommodation/
PL WROCLAW04	jadwiga.bolechowska@up.wroc.pl	http://www.up.wroc.pl/studies_and_students/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶	Stamp
B LEUVEN01	Prof. Nadine Buys Vice Dean Faculty of Bioscience Engineering KU Leuven	14/12/15	<i>to Matt Tys</i> 	
PL WROCLAW04	Prof. Dr. hab. Alina Wieliczko Vice-Rector Vice-Rector for International Relations and Regional Cooperation	09.12.2015.	Prorektor ds. współpracy z zagranicą i regionem  prof. dr. hab. Alina Wieliczko	UNIwersytet PRZYRODniczy we Wrocławiu 50-375 Wrocław, ul. Norwida 25/27

⁶ Scanned signatures are accepted