



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20/21 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)
Anhalt University of Applied Sciences	D KOTHEN01	Ms Anne Beer Head International Office, Erasmus Institutional Coordinator (incoming & outgoing) aaa@hs-anhalt.de Phone: +49 (0) 3496 67 - 5101	http://www.hs-anhalt.de/international.html
Wroclaw University of Environmental and Life Sciences ul. C.K. Norwida 25 50-375 Wrocław, Poland	PL WROCLAW04	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 Krzysztof Kafarski International Relations Office Outgoing Students Tel. +48 71 320 5287 Fax: +48 71 320 5115 krzysztof.kafarski@up.wroc.pl	http://www.up.wroc.pl/studies_and_students/ https://www.student.up.wroc.pl/lista/

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.

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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
D KOTHEN01	PL WROCLAW04	01.1	Agriculture	1 st , 2 nd , 3 rd	2 x 6 = 12	
		01.7	Animal Husbandry	1 st , 2 nd , 3 rd	2 x 6 = 12	
		04.0	Business Studies, Management Science	1 st , 2 nd	2 x 10 = 20	
		0721	Food processing	1 st , 2 nd	2 x 6 = 12	
PL WROCLAW04	D KOTHEN01	01.1	Agriculture	1 st , 2 nd , 3 rd	2 x 6 = 12	
		01.7	Animal Husbandry	1 st , 2 nd , 3 rd	2 x 6 = 12	
		04.0	Business Studies, Management Science	1 st , 2 nd	2 x 10 = 20	
		0721	Food processing	1 st , 2 nd	2 x 6 = 12	

[*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.]

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>)

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 *
D KOTHEN01	PL WROCLAW04	01.1	Agriculture	1 x 1 week	
		01.7	Animal Husbandry	1 x 1 week	
		04.0	Business Studies, Management Science	1 x 1 week	
		0721	Food processing	1 x 1 week	
PL WROCLAW04	D KOTHEN01	01.1	Agriculture	1 x 1 week	
		01.7	Animal Husbandry	1 x 1 week	
		04.0	Business Studies, Management Science	1 x 1 week	
		0721	Food processing	1 x 1 week	

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]
D KOTHEN01		German	English	B1	B2
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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D KOTHEN01	Nomination: 01 June Application: 30 June	Nomination: 01 January Application: 31 January
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

D KOTHEN01: follows the ECTS scheme, which means that ECTS credits are allocated to course units, lectures, practical works, etc. at each faculty. In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for six months (a term/semester)

grade	description	General, qualitative description of valuation criteria	Estimated corresponding ECTS grade
1,0	Excellent	Outstanding performance of the student	A
1,3	Very good	The performance of the student is above the average standard.	B
1,7 2,0 2,3	Good	Student's performance is sound work with notable errors	C
2,7 3,0 3,3	Satisfactory	Student's performance is fair but with significant shortcomings	D
3,7 4,0 4,7	Sufficient	Student's performance meets the minimum criteria	E
5,0	Insufficient	Considerable further work is required before the credit can be awarded	FX

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
D KOTHEN01	International Office: aaa@hs-anhalt.de Students from the European Union, the European Economic Area (EEA) and Switzerland do not need a visa or residence permit to enter Germany. Within the first two weeks after their arrival, they simply need to register with the Local Citizens's Office and will automatically be issued a 'Residence Permit for Study', provided they can show proof of sufficient funding and health insurance coverage	http://www.hs-anhalt.de/international/aaa/erasmus-incoming.html
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
D KOTHEN01	aaa@hs-anhalt.de Students attending a German university must have statutory health insurance. For this purpose the form E 128 or the (EHIC) is needed	http://www.hs-anhalt.de/international/aaa/erasmus-incoming.html
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
D KOTHEN01	Mrs Karina Burgmeier wpvkoethen@studentenwerk-halle.de ++49-(0)3496 - 67 6424 The local Student Services Accommodation Office (Studentenwerk) offers student residences on Campus in Bernburg, Dessau, Köthen	www.studentenwerk-halle.de/wohnen online application for a student hostel accommodation: http://tl1host.de/SWHAL/?lang_id=1
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
D KOTHEN01	Prof. Dr. Dieter Orzessek President	01.04.2014		
PL WROCLAW04	Prof. Dr. hab. Alina Wieliczko Vice-Rector Vice-Rector for International Relations and Regional Cooperation	01.04.2014	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