



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016-2021² 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 ³ (email, phone)	Website (eg. of the course catalogue)
Universidad Politécnica de Madrid E.T.S.I. Minas y Energía	E MADRID05	Erasmus Institutional Coordinator: Prof. Alberto Almendra. international.europe@upm.es c/ Ramiro de Maeztu, 7. 28040 Madrid. Spain; +34 91 336 3660 ; +34 91 336 3664 Faculty Coordinator: Prof. Ljiljana Medic Pejic, liliana.medic@upm.es c/ Ríos Rosas, 21 28003 Madrid +34 91 336 7023	www.upm.es www.minasyenergia.es

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

² Higher Education Institutions have to agree on the period of validity of this agreement

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

Wroclaw University of Environmental and Life Sciences ul. C.K. Norwida 25 50-375 Wroclaw, 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@upwr.edu.pl Mrs. Anna Posadowska-Malarz International Relations Office, Outgoing Students Tel. +48 71 320 5287 Fax: +48 71 320 5115 anna.posadowska-malarz@upwr.edu.pl	https://www.upwr.edu.pl/students/9297/erasmus_ects.html https://www.student.up.wroc.pl/l1sta/
---	--------------	---	--

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*	
E MADRID 05	PL WROCLAW04	06	Engineering Technology	1 st and 2 nd	4 stud x 10 mths=40 months	Only by individual agreement
PL WROCLAW04	E MADRID 05	06	Engineering Technology	1 st and 2 nd	4 stud x 10 mths=40 months	Only by individual agreement

*[*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*
E MADRID 05	PL WROCLAW04	06	Engineering Technology	1 x 1 week	Only by individual agreement
PL WROCLAW04	E MADRID 05	06	Engineering Technology	1 x 1 week	Only by individual agreement

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]
E MADRID 05	PL WROCLAW04	Spanish	English	Spanish A2/B1 or B2 English	English B2
PL WROCLAW04	E MADRID 05	English	Polish	B2	B2

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

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>

D. Additional requirements

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. Partner nominations and student applications must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E MADRID 05	1st semester and full academic year: apply online by June 10th	2nd semester: apply online by December 1st
PL WROCLAW04	Nomination: 01 June Application: 01 July	Nomination: 01 November Application: 15 December

PL WROCLAW04:

2. The receiving institution will send its decision within 6-8 weeks after the deadline.
3. Academic calendar:
https://www.upwr.edu.pl/students/48077/academic_calendar_2018_2019_for_erasmus_students.html
4. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished.

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. 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.upwr.edu.pl/studies_and_students/9312/local_grades.html

E MADRID 05: <http://www.minasyenergia.upm.es/00-estudios.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
E MADRID 05	Erasmus@upm.es	www.upm.es/international/students
PL WROCLAW04	jadwiga.bolechowska@upwr.edu.pl	https://www.upwr.edu.pl/students/19020/visa.html

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
E MADRID 05	Erasmus@upm.es	European Health Insurance Card www.centrossanitarios.sanidadmadrid.org
PL WROCLAW04	jadwiga.bolechowska@upwr.edu.pl	https://www.upwr.edu.pl/students/19019/medical_insurance.html



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
E MADRID 05	Erasmus@upm.es	www.upm.es/international/students
PL WROCLAW04	jadwiga.bolechowska@upwr.edu.pl	https://www.upwr.edu.pl/students/9869/housing.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
E MADRID 05	Erasmus Institutional Coordinator: Prof. Alberto Almendra Faculty Coordinator: Prof. Liliana Medic Pejic,	03/06/2019	
PL WROCLAW04	Prof. Jarosław Bosy Vice-Rector Vice-Rector for Research and International Relations	10.06.2019	Vice-Rector for Research and International Relations 

⁶ Scanned signatures are accepted