

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)
Université de Bretagne Occidentale	F BREST01	European and International Affairs Department Mme Nathalie Sarradin Tel : +33 298017257 Fax : +33 298016001 dei@univ-brest.fr Departmental Coordinator: Bertrand Le Gallic Bertrand.legallic@univ-brest.fr	General Information : www.univ-brest.fr Course catalogue : http://formations.univ-brest.fr

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.

<p>Wroclaw 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>Mrs. 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>Departmental Coordinator: Prof. Cezary Kabala cezary.kabala@up.wroc.pl</p>	<p>http://www.up.wroc.pl/studies_and_students/</p> <p>https://www.student.up.wroc.pl/lista/</p>
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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 [ISC ED]	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 Traineeship [total number of months of the study periods or average duration*]	
F BREST01	PL WROCLAW04	0311	Economics	1 st 2 nd	1 stud x 5 mths 1 stud x 5 mths	Only by individual agreement
PL WROCLAW04	F BREST01	0311	Economics	1 st 2 nd	1 stud x 5 mths 1 stud x 5 mths	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

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>)

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 *
F BREST01	PL WROCLAW04	0311	Economics	1 week	Only by individual agreement
PL WROCLAW04	F BREST01	0311	Economics	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]
F BREST01		French	English	B1	B2
PL WROCLAW04		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].

D. Additional requirements

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>

F BREST01:

The Université de Bretagne Occidentale welcomes students and staff with disabilities. They can benefit from support and specific arrangements for the organization of courses and examinations as well as technical and teaching facilities and accessibility.

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]
F BREST01	15 th May	15 th November
PL WROCLAW04	Nomination: 01 June Application: 01 July	Nomination: 01 November Application: 15 December

F BREST01:

2. The receiving institution will send its decision within 6 weeks.
3. Academic calendar :
 - One semester : 1st September – 30th January (Exams in January)
 - Two semesters : 1st September – 15th June (Final exams end of May – beginning of June)
4. Transcripts of records will be transmitted to students in mid-February for the autumn term and beginning of July for the spring term.

A Transcript of Records will be issued by the receiving institution no later than [****6**] 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]*

PL WROCLAW04:

2. The receiving institution will send its decision within 6-8 weeks after the deadline.
3. Academic calendar: <http://www.up.wroc.pl/students>

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

F BREST01:

Grading scale at the Université de Bretagne Occidentale: 0 à 20	
< 7	Very insufficient
< 10	Insufficient
10	Average
12	Satisfactory
> 16	Very good, excellent

PL WROCLAW04: http://www.up.wroc.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
F BREST01	dei@univ-brest.fr +33 2 98 01 72 57	http://www.univ-brest.fr/dei
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
F BREST01	dei@univ-brest.fr +33 2 98 01 72 57	http://www.univ-brest.fr/sumpops-centredesante
PL WROCLAW04	jadwiga.bolechowska@up.wroc.pl	http://www.up.wroc.pl/studies_and_students/



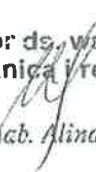
4. Housing

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
F BREST01	dei@univ-brest.fr +33 2 98 01 72 57	www.crous-rennes.fr/brest_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
F BREST01	Dominique BRUNEL Directeur Général des Services	27.11.2016	 
PL WROCLAW04	Prof. Dr. hab. Alina Wielczko Vice-Rector Vice-Rector for International Relations and Regional Cooperation	25.11.2015	Prorektor ds. współpracy z zagranicą i regionem  <i>prof. dr hab. Alina Wielczko</i>

**Uniwersytet Przyrodniczy
we Wrocławiu**
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50-375 Wrocław
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⁶ Scanned signatures are accepted

