



Erasmus+ Programme

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

Inter-institutional¹ agreement 2019-2020/21² 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)
University in Rijeka	HR RIJEKA01	Erasmus Institutional Coordinator: Maša Šašinka, Institutional Erasmus Coordinator, International Relations Office, University of Rijeka, Trg braće Mažuranića 10, 51000 Rijeka, Croatia, Tel: 00385 (51) 584 840, masa@uniri.hr; www.uniri.hr Erasmus Coordinator Faculty of Civil Engineering: Ph. D. Silvija Mrakovčić Vice Dean for Quality Assurance and Development silvija.mrakovcic@uniri.hr Phone: +385 (51) 265-905 Fax: +385 (51) 265-998	http://www.gradri.uniri.hr/en/studies.html
Politechnika Krakowska	PL KRAKOW03	mgr Daria Majka-Sitko – Erasmus Institutional Coordinator ul. Warszawska 24, 31-155 Kraków, Poland Tel.: +48 12 628 25 12 Fax: +48 12 628 25 04 E-mail: erasmus@pk.edu.pl	http://www.erasmus.pk.edu.pl/

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.

		Erasmus Departmental Coordinator – Faculty of Civil Engineering: dr inż. Dorota Jasińska tel. 12628 2341 e-mail: jasinska@limba.wil.pk.edu.pl	http://www.wil.pk.edu.pl/
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B. Mobility numbers⁴ per 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	TO	Subject area* Code [ISCED]	Subject area name*	Study cycle [1 st , 2 nd] *	Number of student mobility period for studies
HR RIJEKA01	PL KRAKOW03	0732	Building and civil engineering	1 st , 2 nd	10 (2 students x 5 months)
PL KRAKOW03	HR RIJEKA01	0732 ¹	Building and civil engineering	1 st , 2 nd	10 (2 students x 5 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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
HR RIJEKA01	PL KRAKOW03	0732	Building and civil engineering	5 days (1 person x 5 days)	/
PL KRAKOW03	HR RIJEKA01	0732	Building and civil engineering	5 days (1 person x 5 days)	/

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:

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>)

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]
HR RIJEKA01		EN		B1	B2
PL KRAKOW03		EN		B1	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

[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]
HR RIJEKA01	June 10th	November 10th
PL KRAKOW03	31 May	31 October

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

2. The receiving institution will send its decision **within 8 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."]

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. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁶. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending

HR RIJEKA01:

Grading scale	5	4	3	2	1
Definition	EXCELLENT	VERY GOOD	GOOD	SATISFACTORY	FAIL
Percentage	90 - 100%	75 - 90%			
ECTS Grade	A	B	C	D	F

PL KRAKOW03

CUT uses the following grading system:

ECTS grade	Local grade	Description of the local grade
A	5.0	Very good
B	4.5	Better than good
C	4.0	Good
D	3.5	Better than satisfactory
E	3.0	Satisfactory
FX/F	2.0	Unsatisfactory (Fail)

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
HR RIJEKA01	international@uniri.hr vize@mvep.hr	www.uniri.hr www.mvep.hr/en/
PL KRAKOW03	Erasmus Office e-mail: erasmus@pk.edu.pl tel.: +48 12 628 2512	http://erasmus.pk.edu.pl/incoming-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

⁶ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

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
HR RIJEKA01	international@uniri.hr hzz@hzz.hr	www.uniri.hr www.hzz.hr
PL KRAKOW03	Erasmus Office e-mail: erasmus@pk.edu.pl tel.: +48 12 628 2512	http://erasmus.pk.edu.pl/incoming-students/

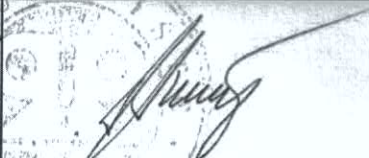
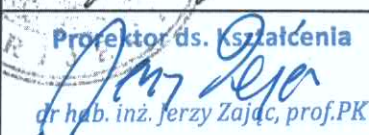
4. Housing

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
HR RIJEKA01	ikastrapeli@uniri.hr ipanjkovic@uniri.hr	http://ssa.uniri.hr/en/
PL KRAKOW03	Erasmus Office e-mail: erasmus@pk.edu.pl tel.: +48 12 628 2512	http://erasmus.pk.edu.pl/incoming-students/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
HR RIJEKA01	prof. dr. sc. Snježana Prijić Samaržija Rector of University of Rijeka	15.2.2019	
PL KRAKOW03	Jerzy ZAJĄC PhD, DSc, Eng., Prof. of CUT Vice-Rector for Education	15 LUT. 2019	 Profektor ds. Kształcenia dr hab. inż. Jerzy Zajęc, prof.PK

⁷ Scanned signatures are accepted