

Erasmus+ Programme

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

Inter-institutional¹ agreement 2016-20[21]² between institutions from programme and partner countries

[Minimum requirements]³

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about the higher education institutions

Full name of the institution / country/ address	Erasmus code or city ⁴	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIwersytet RZESZOWSKI Rejtana 16C, 35-959 Rzeszów, Poland	PL RZESZOW02	Ms Lucyna Kustra Institutional Coordinator, Head of International Relations Office	Tel./fax: +48 17872 1071 Email: lkustra@ur.edu.pl Departmental Coordinators: http://www.ur.edu.pl/en/university/erasmus	http://www.ur.edu.pl/en/university/erasmus
BEREZHANY AGROTECHNICAL INSTITUTE st. Akademichna 20 47501 Berezhany, Ternopil region, Ukraine	BEREZHANY	Makukh Olga Ivanivna Coordinator Head of the laboratory of the pedagogical skills and the quality of education	Tel. 0974572282 Email: makuh.oi@gmail.com	

¹ Inter-institutional agreements can be signed by two or more higher education institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher education institutions have to agree on the period of validity of this agreement.

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Higher Education Institutions (HEI) from Erasmus+ programme countries should indicate their Erasmus code while Partner Countries HEI should mention the city where they are located.

B. Mobility numbers⁵ 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 the end of January at the latest in the preceding academic year.]

FROM [Erasmus code or city of the sending institution]	TO ⁷ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	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* [Not relevant for 2016]
BEREZHANY	PL RZESZOW02	0511	Biology	1 st	2 students x 5 months	-
		0810	Agriculture	1 st	2 students x 5 months	-
		0712	Environmental protection technology	1 st	2 students x 5 months	-
		0731	Architecture and town planning	1 st	2 students x 5 months	-
		0541	Mathematics	1 st	2 students x 5 months	-
		0610	Information and Communication Technologies	1 st	2 students x 5 months	-
		0111	Education	1 st	2 students x 5 months	-
		0710	Engineering and engineering trades (Mechatronics)	1 st	2 students x 5 months	-
		0510	Biological and related sciences (Biotechnology)	1 st	2 students x 5 months	-
PL RZESZOW02	BEREZHANY	0511	Biology	1 st	2 students x 5 months	-
		0810	Agriculture	1 st	2 students x 5 months	-
		0712	Environmental protection technology	1 st	2 students x 5 months	-
		0731	Architecture and town planning	1 st	2 students x 5 months	-
		0541	Mathematics	1 st	2 students x 5 months	-
		0610	Information and Communication Technologies	1 st	2 students x 5 months	-
		0111	Education	1 st	2 students x 5 months	-

⁵ 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>)

		0710	Engineering and engineering trades (Mechatronics)	1 st	2 students x 5 months	-
		0510	Biological and related sciences (Biotechnology)	1 st	2 students x 5 months	-

*[*Optional: subject 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 ⁷ [Erasmus code or city of the sending institution]	TO ⁷ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of the teaching periods or average duration*]	Staff Mobility for Training *
BEREZHANY	PL RZESZOW02	0511	Biology	2 x 5 days	2 x 5 days
		0810	Agriculture	2 x 5 days	2 x 5 days
		0712	Environmental protection technology	2 x 5 days	2 x 5 days
		0731	Architecture and town planning	2 x 5 days	2 x 5 days
		0541	Mathematics	2 x 5 days	2 x 5 days
		0610	Information and Communication Technologies	2 x 5 days	2 x 5 days
		0111	Education	2 x 5 days	2 x 5 days
		0710	Engineering and engineering trades (Mechatronics)	2 x 5 days	2 x 5 days
		0510	Biological and related sciences (Biotechnology)	2 x 5 days	2 x 5 days
PL RZESZOW02	BEREZHANY	0511	Biology	2 x 5 days	2 x 5 days
		0810	Agriculture	2 x 5 days	2 x 5 days
		0712	Environmental protection technology	2 x 5 days	2 x 5 days
		0731	Architecture and town planning	2 x 5 days	2 x 5 days
		0541	Mathematics	2 x 5 days	2 x 5 days
		0610	Information and Communication Technologies	2 x 5 days	2 x 5 days
		0111	Education	2 x 5 days	2 x 5 days
		0710	Engineering and	2 x 5 days	2 x 5 days

			engineering trades (Mechatronics)		
		0510	Biological and related sciences (Biotechnology)	2 x 5 days	2 x 5 days

Numbers of incoming and outgoing students and staff will be adjusted to yearly Erasmus+ budget.

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 or city]	Optional: Subject area	Main language of instruction	Additional language of instruction	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL RZESZOW02	all subject areas	Polish	English	EN: B1	EN: B2
BEREZHANY	Selected subjects	Polish	English	EN: B1	

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

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁷ of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

http://eacea.ec.europa.eu/funding/2014/call_he_charter_en.php

The higher education institution(s) located in a **partner country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.

⁶ See Common European Framework of Reference for Languages

⁷ Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **partner country** of Erasmus further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the

opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.

- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Any additional requirements

[To be completed if necessary. Other requirements may be agreed 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 including cultural preparation before mobility; the recognition tools used]

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

PL RZESZOW02: Information for Incoming Students and Teachers - <http://www.ur.edu.pl/en/university/erasmus>. In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Relations Office: dzwz@ur.edu.pl

BEREZHANY: Information for Incoming Students and Teachers - <http://www.bati.ber.te.ua>. In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Office of the laboratory of the pedagogical skills and the quality of education: makuh.oi@gmail.com

F. Calendar

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

Receiving institution	Autumn term*	Spring term*
[Erasmus code or city]	[month]	[month]
PL RZESZOW02	May 31st	October 31st
BEREZHANY	May 31st	October 31st

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

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

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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. 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' guide⁸. 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 institution.]

PL RZESZOW02: <http://www.ur.edu.pl/en/university/erasmus/ects-internet>

BEREZHANY: <http://www.bati.ber.te.ua>

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 or city]	Contact details (e-mail, phone)	Website for information
PL RZESZOW02	Anna Zajac – International Relations Office dzwz@ur.edu.pl tel/fax: +48 17 872 10 71	http://www.ur.edu.pl/en/university/erasmus/ects-internet
BEREZHANY	Makukh Olga Ivanivna Coordinator Head of the laboratory of the pedagogical skills and the quality of education Tel. 0974572282 Email: makuh.oi@gmail.com	http://www.bati.ber.te.ua

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:

⁸ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Institution [Erasmus code or city]	Contact details (e-mail, phone)	Website for information
PL RZESZOW02	Anna Zajac – International Relations Office dzwz@ur.edu.pl tel/fax: +48 17 872 10 71	http://www.ur.edu.pl/en/university/erasmus/ects-internet
BEREZHANY	Makukh Olga Ivanivna Coordinator Head of the laboratory of the pedagogical skills and the quality of education Tel. 0974572282 Email: makuh.oi@gmail.com	http://www.bati.ber.te.ua


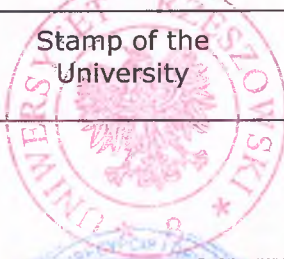


4. Housing

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 or city]	Contact details (e-mail, phone)	Website for information
PL RZESZOW02	Anna Zajac – International Relations Office dzwz@ur.edu.pl tel/fax: +48 17 872 10 71	http://www.ur.edu.pl/en/university/erasmus/ects-internet
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SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature	Stamp of the University
PL RZESZOW02	Prof. Sylwester Czopek – Vice-Rector for Research	28.01.2016		
BEREZHANY	Prof. Pavliskyy Vasyl Mykhaylovich - Rector of the Institute	21.01.2016		

SCHEDULE
ERASMUS+ PROGRAMME WITH PARTNER COUNTRIES
PROJEKT NO 2016-1-PL01-KA107-023547
UNIVERSITY OF RZESZÓW - UKRAINIAN UNIVERSITIES
MOBILITY OF STUDENTS AND TEACHERS

- | | |
|------------------|---|
| September 1-30 | - process of selection staff for going to partner University in the summer semester of 2016/2017 academic year |
| October 1-31 | - process of selection students for going to the University of Rzeszów in the summer semester of 2016/2017 academic year |
| November 15 | - sending the selection protocol to the receiving University (without the list of applications. The main and reserved lists, list of unclassified candidates and reasons of rejection should be kept in the Sending Institution). |
| November 20 | - informing students and staff about selection results

- informing classified candidates about the application procedure in the receiving University |
| till December 10 | - sending application forms and other documents of students and staff to the receiving University |
| January 15 | - sending signed documents and invitation letters by the receiving University to students and staff |
| January 15 - ... | - preparing of all participants to the mobility in the summer semester (insurance, visa, etc.) |
| February 19 | - arrival of students to Rzeszów |
| February 20 | - the meeting of students with staff of the International Relations Office of the University of Rzeszów (signing the agreement, payment of the 90% of scholarship by cash)
- the meeting of students with the departmental coordinator |
| June 20 | - the ending of study at the faculty
- the payment of 10% of the scholarship after bringing to International Relations Office Transcript of Records issued by the departmental coordinator and submission the online EU survey during 1-4 days |

February 20 - June 11

- staff mobility
- the meeting of staff with staff of the International Relations Office of the University of Rzeszów, in order to signing the agreement and payment of the scholarship:
 - before departure of UR staff to Ukrainian Universities
 - after arrival Ukrainian staff to the University of Rzeszów
- the meeting of staff with the departmental coordinator or academic tutor at the receiving faculty
- the ending of the mobility.

Tab. 2

Lp.	Institution	Student Mobility for Studies (from Ukraine to UR)	Teaching Staff Mobility (from Ukraine to UR)	Training Staff Mobility (from Ukraine to UR)	Teaching Staff Mobility (from UR to Ukraine)	Training Staff Mobility (from UR to Ukraine)
1	Dohobych Ivan Franko State Pedagogical University	1				1
2	Yurij Fedkovykh Chernivtsi National University	1				
3	Zhytomyr Nursing Institute	1				
4	Alfred Nobel University in Dnipro	1				
5	Ternopil National Economic University		1			
6	Lvivska Politehnika		1			1
7	Berezhany Agrotechnical Institute		1			
8	Odessa I.I. Mechnikov National University		1			
9	National Academy of Statistics, Accounting and Audit, Kiev		1			
10	Ivan Franko National University of Lviv			1	1	
11	Vasyl Stefanyk Precarpathian National University in Ivano-Frankivsk			1		
12	Taras Shevchenko National University of Kyiv				1	
	Razem	4	5	2	2	2



UNIWERSYTET RZESZOWSKI
p.o. Rektor
ul. Rejtana 16 C, 35-959 Rzeszów
tel./fax: +48 17 872 10 10
e-mail: rektorur@ur.edu.pl

Rzeszów, 25.07.2016


Szanowni Państwo,

Z radością informuję, że wniosek, jaki składaliśmy na realizację mobilności edukacyjnej w roku akademickim 2016/17 spełnił kryteria formalne i uzyskał w ocenie jakościowej liczbę punktów kwalifikującą Uniwersytet Rzeszowski do otrzymania dofinansowania na realizację programu Erasmus+ z uczelniami ukraińskimi.

Budżet, jaki został przyznany Uniwersytetowi Rzeszowskiemu na realizację 13 mobilności w roku akademickim 2016/17 wynosi 25.540 Euro. Projekt przewiduje przyjazd 9 osób z uczelni ukraińskich do UR oraz wyjazd 4 osób z UR do uczelni ukraińskich.

Wniosek na realizację projektu przewidywał współpracę UR z 12 uczelniami ukraińskimi, przy założeniu dużo wyższej liczby mobilności oraz wyższej kwocie dofinansowania. Biorąc pod uwagę przyznany budżet oraz możliwości, jakie dają zasady programu, udało się zwiększyć liczbę mobilności do 15 (zał. tabela nr 1 i 2).

Licząc na efektywną i owocną współpracę oraz jej kontynuację w przyszłych projektach pozostaję z poważaniem


Prof. Sylwester Czopek
p.o. Rektor
Uniwersytetu Rzeszowskiego