



Erasmus+ Programme
Key Action 1 - Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement 2016-2020[21]²
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) |
|---|--------------|--|---|
| POLITECHNIKA POZNAŃSKA Poznan University of Technology | PL POZNA02 | Administrative Coordinator: Magdalena ZAWIRSKA-WOLNIEWICZ Head of LLL&International Education Office, Pl. M. Skłodowskiej-Curie 5 60-965 Poznań, Poland Tel. +48 61 665 35 44 magdalena.zawirska-wolniewicz@put.poznan.pl Departmental Coordinator: Arkadiusz Dobrzycki Faculty of Electrical Engineering, Institute of Electrical Engineering and Electronics arkadiusz.dobrzycki@put.poznan.pl tel.:+ 48 61 6652272 | General information: www.put.edu.pl Courses catalogue: http://put.edu.pl/erasmus/programmes-available |
| Universidad Politécnica de Madrid – ETS Ingeniería y Sistemas de Telecomunicación (Technical University of Madrid – School of Telecommunications Systems and Engineering) | E MADRID05 | Prof. Alberto Almendra Erasmus Institutional Coordinator international.europe@upm.es Prof. Rafael Herradón School Coordinator, ETSIST movilidad@etsist.upm.es +34 91 336 7774 | www.upm.es www.etsist.upm.es |

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 [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 * |
|---|---|-----------------------------------|---|--|--|--|
| PL POZNA02 | E MADRID05 | 0714 | Telecomm. & Electronics Eng. | 1 st , 2 nd | 3 x 10 = 30 | -- |
| E MADRID05 | PL POZNA02 | 0714 | Electrical Engineering, Power Engineering | 1 st , 2 nd | 3 x 10 = 30 | -- |

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.

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 * |
| PL POZNAN02 | E MADRID05 | 0714 | Telecomm. & Electronics Eng. | 2teacher 1w. 8h. | -- |
| E MADRID05 | PL POZNAN02 | 0714 | Electrical Engineering, Power Engineering | 2teacher 1w. 8h. | -- |

[*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.]

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 instruc- tion 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] |
| PL POZNAN02 | 0714 | Polish | English | English B2 | English B2 |
| E MADRID05 | 0714 | Spanish | English | Spanish B1 (MSc: English B2) | English 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

| | |
|-------------|--|
| PL POZNAN02 | |
| E MADRID05 | |

E. Calendar

1. Applications/Information on nominated students must reach the receiving Institution by:

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|--------------------------------------|----------------------|--------------------------|
| PL POZNAN02 | | 31 st May |
| E MADRID05 | June 1 st | December 1 st |

- The receiving institution will send its decision within four weeks.
- A Transcript of Records will be issued by the receiving institution no later than four weeks after the assessment period has finished at the receiving HEI.
- 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.

F. Information

1. Grading systems of the institutions

| | | | |
|-------------|---|-----|----------------------|
| PL POZNAN02 | http://www.put.edu.pl/institution/education-at-put | | |
| | very good | (A) | bardzo dobry 5.0 |
| | good plus | (B) | dobry plus 4.5 |
| | good | (C) | dobry 4.0 |
| | satisfactory plus | (D) | Dostateczny plus 3.5 |
| | satisfactory | (E) | dostateczny 3.0 |
| | unsatisfactory | (F) | niedostateczny 2.0 |

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>

| | | | |
|------------|---------|-----------|---|
| E MADRID05 | 9 - 10 | Excellent | Excellent performance |
| | 8 - 8,9 | Good | Above average performance |
| | 7 - 7,9 | | |
| | 6 - 6,9 | Pass | Average performance |
| | 5 - 5,9 | | Performance that, in spite of its shortcomings, still satisfies the minimum requirements. |
| | 4 - 4,9 | Fail | Inadequate performance (Credit is not earned). |
| 0 - 3,9 | | | |

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 |
|----------------------------|---|---|
| PL POZNAN02 | study@put.poznan.pl | http://put.edu.pl/content/1/visa-procedure |
| E MADRID05 | No VISA required as an EU national. erasmus@upm.es | |

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 |
|----------------------------|--|--|
| PL POZNAN02 | study@put.poznan.pl | http://put.edu.pl/content/health-and-insurance |
| E MADRID05 | erasmus@upm.es | . European Health Insurance Card www.centrossanitarios.sanidadmadrid.org . Insurance Policy for international mobility (29€) http://www.upm.es/institucional/Estudiantes/Seguros/SeguroMovilidadInternacional |

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 |
|----------------------------|--|--|
| PL POZNAN02 | anna.wolnowska@put.poznan.pl | http://put.edu.pl/erasmus/accommodation |
| E MADRID05 | movilidad@etsist.upm.es info@aluni.net | http://www.etsist.upm.es/estudiantes/servicios/alojamiento http://www.aluni.net/ |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁶ |
|----------------------------|--|--------------|---|
| PL POZNAN02 | Prof. Stefan Trzcieliński, Prorector for LLL& International Education | |  |
| E MADRID05 | Prof. Rafael Herradón School Coordinator Prof. Alberto Almendra Erasmus Institutional Coordinator | 22 JUN. 2016 |   |

⁶ Scanned signatures are accepted