



Erasmus+ Programme

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

Inter-institutional agreement 2014/15 - 2020/21 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 (email, phone)	Website (eg. of the course catalogue)
Państwowa Wyższa Szkoła Zawodowa im. Witelona w Legnicy THE WITELON UNIVERSITY OF APPLIED SCIENCES IN LEGNICA	PL LEGNICA01	Mrs. Małgorzata Witkowska, M.A., Institutional Erasmus Coordinator, International Relations Office, Sejmowa 5A, 59-220 Legnica, POLSKA Tel.: +4876 723-23 47, Fax +4876 723-29 05, email: witkowskam@pwsz.legn ica.edu.pl	www.pwsz.legnica.edu.pl www.bw.pwsz.legnica.edu.pl
Universidade do Algarve	P FARO02	Sofia Nunes, E.U. Programmes Coordinator mobilidade@ualg.pt +351 289 800 003	www.ualg.pt

B. Mobility numbers 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 per one academic year)	Student Mobility for Traineeships *
PL LEGNICA01	P FARO02	34 (04.0)	Business and Administration	1 st , 2 nd	4 students x 10 months or 5 months	-
		345 (04.4)	Management and administration (Tourism)	1 st , 2 nd	4 students x 10 months or 5 months	
P FARO02	PL LEGNICA01	34 (04.0)	Business and Administration	1 st , 2 nd	4 students x 10 months or 5 months	-
		345 (04.4)	Management and administration (Tourism)	1 st , 2 nd	4 students x 10 months or 5 months	

* Optional

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 weeks per one academic year)	Staff Mobility for Training *
PL LEGNICA01	P FARO02	34	Business and Administration	1 staff x 1 week	1 staff x 1 week
		345	Management and administration (Tourism)	1 staff x 1 week	
P FARO02	PL LEGNICA01	34	Business and Administration	1 staff x 1 week	1 staff x 1 week
		345	Management and administration (Tourism)	1 staff x 1 week	

* Optional

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)	Subject area name *	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LEGNICA01	Business and administration, Management and administration	English	German	English -B1	English and German - B2
P FARO02		Portuguese	English	B1 English	B2 English

* Optional

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

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

E. Calendar

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

Receiving institution (Erasmus code)	Autumn term	Spring term
PL LEGNICA01	31.05	30.11
P FARO02	May 31 st	October 31 st

- The receiving institution will send its decision within **6/8 weeks** after deadlines.
- 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.
- Termination of the agreement

The involved institutions may agree on the procedure of modifying or terminating the bilateral agreement. In case of unilateral modification or termination, a written notice of at least one

academic year ahead will be given. 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 LEGNICA01: <http://www.pwsz.legnica.edu.pl/strona-152-ects-2>
<http://bw.pwsz.legnica.edu.pl/artykul-156-LANGUAGE-0>

P FARO02: We are preparing some information regarding this issue. Once we have the agreement will be updated

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 LEGNICA01	witkowskam@pwsz.legnica.edu.pl 0048 76 723 23 47	www.bw.pwsz.legnica.edu.pl
P FARO02	+351 289 800 003 Mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/coming-0

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 LEGNICA01	witkowskam@pwsz.legnica.edu.pl 0048 76 723 23 47	www.bw.pwsz.legnica.edu.pl
P FARO02	+351 289 800 003 Mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/insurance-0



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 LEGNICA01	witkowskam@pwsz.legnica.edu.pl 0048 76 723 23 47	www.bw.pwsz.legnica.edu.pl
P FARO02	+351 289 800 003 Mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/accommodation-0

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature
PL LEGNICA01	Prof. Jerzy J. Pietkiewicz. PhD, hab. eng. Deputy Rector for Scientific Affairs and Cooperation with Abroad	06/12/2013	
P FARO02	Teresa Cerveira Borges, Pro-rector and Institutional Coordinator	4/12/2013	

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