



## Erasmus+ Programme

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

#### Inter-institutional<sup>1</sup> agreement 2019-20[23]<sup>2</sup> between institutions from programme and partner countries

#### [Minimum requirements]<sup>3</sup>

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	Erasmus code or city <sup>4</sup>	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Uniwersytet Mikołaja Kopernika w Toruniu  ( <i>Nicolaus Copernicus University In Torun</i> )	<b>PL TORUN01</b>		<b>Nicolaus Copernicus University in Torun (NCU) Department of International Cooperation</b> ul. Gagarina 11, 87-100 Toruń, Poland; tel. (+48 56) 611 47 88/49 29 fax (+ 48 56) 611 22 46  <b>Marta Wiśniewska</b> Erasmus+ Institutional Coordinator (STA, STT) e-mail: mawi@umk.pl <b>Małgorzata Grudzińska, Katarzyna Fus, Agnieszka</b>	ERASMUS+ incoming information: <a href="http://www.umk.pl/en/erasmus/">http://www.umk.pl/en/erasmus/</a>  Lecture catalogue: <a href="http://www.umk.pl/en/erasmus/courses/">http://www.umk.pl/en/erasmus/courses/</a>  Semester dates:

<sup>1</sup> 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+.

<sup>2</sup> Higher education institutions have to agree on the period of validity of this agreement.

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

<sup>4</sup> 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.

			<p><b>Polewczyńska</b> incoming students e-mail: incoming@erasmus.umk.pl</p> <p><b>Marta Błaszczyk</b> outgoing students, placements outgoing@erasmus.umk.pl</p> <p><b>Martyna Malec</b> outgoing students, outgoing/incoming placements e-mail: outgoing@erasmus.umk.pl e-mail: placement@erasmus.umk.pl</p> <p><b>Paulina Gyrkow, Aleksandra Laskowska</b> (medical sciences) e-mail: <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Department of Projects and International Cooperation, Collegium Medicum in Bydgoszcz, Poland ul. Jagiellońska 13 85-067 Bydgoszcz tel.(+48 52) 585-36-91</p>	<a href="http://www.umk.pl/en/erasmus/downloads/">http://www.umk.pl/en/erasmus/downloads/</a>
Faculty of Physics, Astronomy and Informatics	<b>PL TORUN01</b>	<p><i>Faculty coordinator:</i> dr hab. Jacek Zakrzewski</p> <p><i>Contact person:</i> dr Katarzyna Komar</p>	<p>Jacek Zakrzewski e-mail: <a href="mailto:jzakrzew@fizyka.umk.pl">jzakrzew@fizyka.umk.pl</a> tel. (56) 611-32-20</p> <p>Katarzyna Komar e-mail: <a href="mailto:kkomar@fizyka.umk.pl">kkomar@fizyka.umk.pl</a> tel. (56) 611-32-20</p> <p>Institute of Physics ul. Grudziadzka 5 87-100 Torun Poland</p>	
<p><b>The Gavin Herbert Eye Institute</b></p> <p><b>School of Medicine</b></p> <p><b>University of California, Irvine (UCI)</b></p>	<b>999467340</b>	<p><i>Assistant Professor, Ophthalmology</i></p> <p><i>Andrew Browne, M.D., PhD</i></p> <p><i>Contact person:</i></p> <p><i>Research administrator Dziyana M. Aydin, MPA</i></p>	<p><i>e-mail:</i> <a href="mailto:abrowne1@uci.edu">abrowne1@uci.edu</a> tel. (949) 824-6256</p> <p><i>e-mail:</i> <a href="mailto:aydind@uci.edu">aydind@uci.edu</a> Tel: 949-824-0305</p> <p>Center for Translational Vision Research Gavin Herbert Eye Institute, Department of Ophthalmology, University of California, Irvine 850 Health Science Road Irvine, CA 92697-4375</p>	

**B. Mobility numbers<sup>5</sup> for project duration: from 1 January 2020 to 31 December 2023**

FROM <sup>7</sup> [Erasmus code or city of the sending institution]	TO <sup>7</sup> [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 (STA) [total number of days of the teaching periods or average duration*]	Staff Mobility for Training (STT) *
PL TORUN01 (Biomedical Engineering staff)	USA, UC Irvine CA	Ophthalmology	Ophthalmology	6 exchanges in total [5 days]	2 exchanges in total [5 days]
USA, UC Irvine CA	PL TORUN01	Ophthalmology	Ophthalmology	2 exchanges in total [5 days]	

For the avoidance of doubt, this agreement between NCU and UCI does not provide for student mobility despite the references throughout this agreement to students.

**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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL		Polish	English	not applicable	B2

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

<sup>6</sup> See Common European Framework of Reference for Languages

<b>TORUN01</b>					
<b>USA UC Irvine, CA</b>		English	English	not applicable	B2

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**<sup>7</sup> 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](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.
- 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.

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

- 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. Insurance coverage is not provided by UCI for incoming mobile participants. 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**

The mobilities involve only non-clinical, non-research activities and no patient care, patient evaluation, or patient management.

The receiving institution reserves the right to dismiss any incoming mobile participant for academic or personal misconduct in violation of established regulations and policies. Incoming mobile participants are to comply with the rules, regulations, and restrictions of the receiving institution.

Mobile participants and/or their sending institutions are responsible for any expenses related to the mobility that are not covered by the Erasmus+ Programme funding. Such expenses may include but are not limited to: passport and visa fees; airfare; housing; meals; local transportation and parking; health insurance and healthcare; and miscellaneous incidentals.

**PL TORUN01:**

The list of Erasmus coordinators at NCU is available at <http://www.umk.pl/en/erasmus/coordinators/>

Erasmus students who wish to follow courses at more than one faculty at NCU need to obtain the approval of a coordinator/dean of a respective/particular faculty.

Erasmus students interested in writing a final BA-/MA-/PhD-thesis at NCU should ask a respective coordinator to get an approval to do so. Final theses need to be graded by the home institution/not by NCU.

Nicolaus Copernicus University attempts at facilitating the Erasmus exchange students with disabilities or permanent illnesses. Our International Relations Office, in cooperation with the Section for Students with Disabilities, tries to meet your special needs.

More details and steps to follow available at: <http://www.umk.pl/en/erasmus/students/>

Contact:

Department of International Cooperation in Torun, +48 56 6114928  
[incoming@erasmus.umk.pl](mailto:incoming@erasmus.umk.pl)

Department of Projects and International Cooperation in Bydgoszcz, +48 52 5853691  
[erasmus@cm.umk.pl](mailto:erasmus@cm.umk.pl)

Additional information on medical care at NCU in Toruń is available at <http://www.umk.pl/en/erasmus/life/guide/issues/#A2/>

Health and safety issues are a very important matter at our university, therefore, during the Orientation Weeks we offer Erasmus students a special pack concerning Emergency Issues. We also provide students with a psychological help during their Erasmus stay in Torun.

Contact:

an English speaking psychologist [counselling@erasmus.umk.pl](mailto:counselling@erasmus.umk.pl)

For the implementation of **STA/STT**-mobilities, - incoming staff is required to get confirmation of invitation by an NCU contact person from the respective faculty in reasonable advance in order to prepare a satisfactory programme of teaching/training.

**USA  
UCI, CA:**

For the implementation of **STA/STT**-mobilities, - incoming staff is required to get confirmation of invitation by an UCI contact person from the respective faculty in reasonable advance in order to prepare a satisfactory programme of teaching/training.

UCI provides equal opportunities for students and staff with disabilities. The UCI Disability Services Center is the office on campus dedicated to supporting students and staff with disabilities. Information is available at [www.disability.uci.edu](http://www.disability.uci.edu). Concerned students and staff are invited to contact the UCI Disability Services Center directly during any stage of the nomination and application process (before, during, and/or after) for information.

**F. Calendar**

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

Receiving institution	Autumn term*	Spring term*
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<b>PL TORUN01</b>	Not applicable	Not applicable
<b>USA UC Irvine, CA</b>	<i>Not applicable</i>	Not applicable

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

2. The receiving institution will send its decision within [x] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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

Either party may terminate this agreement for any reason upon ninety days' prior written notice to the other party, provided that the parties shall cooperate to ensure mobilities then in progress are terminated in a manner that appropriately protects the rights of mobile participants and provided that the parties reasonably consult when notice of termination is given to the non-terminating party. 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' guide<sup>8</sup>. 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.]*

At PL TORUN01:

The Nicolaus Copernicus University follows the ECTS scheme, which means that ECTS credits are allocated to course units, lectures, practical works, etc. at each faculty. In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for six months (a term/semester).

The Polish grading system in higher education is based on the 5 to 2 scale, where 5 is the best mark and 2 is the worst.

Moreover, students can also be marked with additional signs of + and -. Each of them equals half a point: + means 0.5 more. Some courses, however, are not evaluated on such a marking scheme and for these a student may simply obtain *zal.* or *zaliczenie* (EN. 'pass') which means that their workload was satisfactory and they have passed the course.

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<sup>8</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

<b>Uniwersytet Mikołaja Kopernika w Toruniu</b>	<b>ECTS</b>	
<b>Grade</b>	<b>Grade</b>	<b>Predicate</b>
5	A	Very Good
4,5	B	Better than good
4	C	Good
3,5	D	Better than satisfactory
3	E	Satisfactory
2	F	Unsatisfactory / Fail
Zal / Pass	Participation; i.e. the student has successfully and regularly attended the course.	

**At USA UC Irvine, CA:**

Not applicable - **There are no planned any exchanges of students**

**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:

<b>Institution [Erasmus code or city]</b>	<b>Contact details (e-mail, phone)</b>	<b>Website for information</b>
<b>PL TORUN01</b>	<a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Torun campus tel. +48 56 611 4928  <a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Collegium Medicum in Bydgoszcz tel. +48 52 585 3691	<a href="http://www.umk.pl/en/erasmus/life/guide/issues/#A1">http://www.umk.pl/en/erasmus/life/guide/issues/#A1</a>  Polish Ministry of Foreign Affairs <a href="http://www.msz.gov.pl/en/travel-to-poland/">www.msz.gov.pl/en/travel-to-poland/</a>
<b>USA, UC Irvine CA</b>	<i>UCI International Center/ Ashley Browne</i> G302 UCI Student Center Irvine, CA 92697-5255 949-824-7249 <a href="mailto:internationalcenter@uci.edu">internationalcenter@uci.edu</a>	<i>UCI department sponsors J-1 visa:</i>  <a href="https://ic.uci.edu/departments/J-1-inviting-scholar.php">https://ic.uci.edu/departments/J-1-inviting-scholar.php</a>



### 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 or city]	Contact details (e-mail, phone)	Website for information
<b>PL TORUN01</b>	<p><a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Torun campus tel. +48 56 611 4928</p> <p><a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Collegium Medicum in Bydgoszcz tel. +48 52 585 3691</p>	<p><a href="http://www.umk.pl/en/erasmus/life/guide/issues/#A2">http://www.umk.pl/en/erasmus/life/guide/issues/#A2</a></p>
<b>USA, UC Irvine CA</b>	<p><i>UCI International Center G302 UCI Student Center Irvine, CA 92697-5255 949-824-7249 <a href="mailto:internationalcenter@uci.edu">internationalcenter@uci.edu</a> Please visit the Garnett-Powers website and enroll in an insurance program.</i></p> <p><i>Insurance: <a href="https://clients.garnett-powers.com/vs/uci/">https://clients.garnett-powers.com/vs/uci/</a></i></p>	<p><i>Incoming participants are responsible for obtaining insurance that meets UCI requirements:</i></p> <p><a href="https://ic.uci.edu/departments/i-1-2-health-insurance-requirements.php">https://ic.uci.edu/departments/i-1-2-health-insurance-requirements.php</a></p>

### 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
<b>PL TORUN01</b>	<p><a href="mailto:incoming@erasmus.umk.pl">incoming@erasmus.umk.pl</a> Torun campus tel. +48 56 611 4928</p> <p><a href="mailto:erasmus@cm.umk.pl">erasmus@cm.umk.pl</a> Collegium Medicum in Bydgoszcz tel. +48 52 585 3691</p>	<p><a href="http://www.umk.pl/en/erasmus">http://www.umk.pl/en/erasmus</a></p> <p><a href="http://www.umk.pl/en/erasmus/life/guide/accommodation/">http://www.umk.pl/en/erasmus/life/guide/accommodation/</a></p>

<b>USA, UCI</b>	At UCI, incoming mobile participants are responsible for locating and arranging housing. Upon request, the UCI contacts will provide incoming mobile participants with information about local housing resources.
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**H. Amendments**

Any changes, additions or other amendments to this Agreement must be made in a writing, signed by the authorized representatives of each party.

**I. Indemnification**

Each party shall defend, indemnify, and hold the other party, its officers, employees, and agents harmless from and against any and all liability, loss, expense, including attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury (including death) or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, employees or agents. The party seeking indemnification agrees to provide the other party with prompt notice of any such claim or action and to permit the indemnifying party to defend any claim or action, and to cooperate fully in such defense. The indemnifying party shall not settle or consent to the entry of any judgement in any action, suit or proceeding without the consent of the indemnified party, which consent shall not be unreasonably withheld, conditioned, or delayed.

**J. Liability Insurance**

Each party shall maintain general liability insurance, property insurance, and automobile liability insurance with responsible and reputable insurance companies or associations, or shall self-insure for same, in amounts that are reasonable and customary for institutions of comparable size and nature and that undertake similar activities, and shall provide written proof of the existence of such coverage to the other party upon request.

**K. Export Control**

NCU shall cooperate with UCI to the extent necessary for UCI to ensure that the activities resulting from this agreement comply with United States export control laws and regulations and University of California export control policies.

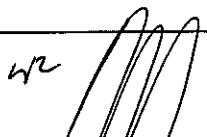

**L. Use of Name**

Neither party may use the name, seal (including the official and unofficial seal) or any other symbol or logo of the other party, until it has sought and received written approval for such use pursuant to the other party's policies and procedures.

**M. Dispute Resolution**

The Parties shall endeavor to resolve any disputes arising out of or relating to this Agreement amicably by consulting and negotiating with each other, and recognizing their mutual interests, attempting to reach a solution satisfactory to both parties. If the parties fail to resolve a dispute by negotiation, then the laws of the jurisdiction where the defendant has its principal place of business shall control this Agreement and any document to which it is appended, without regard to any conflict of law principles that would result in the application of any law other than the laws of the jurisdiction where the defendant has its principal place of business. The exclusive jurisdiction and venue for any and all actions arising out of or brought under this Agreement is in a court of competent jurisdiction, situated in the jurisdiction where the defendant has its principal place of business.

**SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code or name and city]	Name, function	Date	Signature
PL TORUN01	Prof. dr hab. Wojciech Wysota Vice-Rector for International and Business Cooperation	6.02. 2020	
USA, UC Irvine CA	Michael J. Stamos, MD, Dean, School of Medicine	01/27/2020	

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