

ERASMUS+ Programme

Key Action 1 | Mobility for learners and staff | Higher Education Student and Staff Mobility
Inter-institutional agreement 2017/2018 – 2020/2021
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 ERASMUS CODE	UNIVERSITÉ DE GUYANE - F CAYENNE 04 Campus de Troubiran 2091, route de baduel - BP 79297337 CAYENNE CEDEX (FRANCE)
CONTACT DETAILS	Institutional Erasmus Coordinator: Rémy Dezelus, Head of International Office, Phone : (+594) 594 29 79 01 E-Mail: remy.dezelus@univ-guyane.fr
	Departmental Erasmus Coordinator: Louis-Jérôme LEBAS Departmental Erasmus Coordinator – Sciences and Biology Departement E-mail : louis-jerome.lebas@univ-guyane.com
WEBSITE	https://www.univ-guyane.fr/

And

NAME OF THE INSTITUTION and ERASMUS CODE	Uniwersytet Wrocławski - PL WROCLAW01 Pl. Uniwersytecki 1, 50-137 Wrocław, Pologne
CONTACT DETAILS	Institutional Erasmus Coordinator: Barbara Skalacka-Harrold International Office Pl. Uniwersytecki 1 50-137 Wrocław, Poland Tel: +48 71 3752 705 Fax: +48 71 3752 800 barbara.skalacka-harrold@uwr.edu.pl Departmental Coordinators: Biotechnology: Dr Justyna Ciuraskiewicz justyna.ciuraskiewicz@uwr.edu.pl Biology: Dr hab. Magdalena Migocka magdalena.migocka@uwr.edu.pl Chemistry: Dr hab. Anna Skarżyńska anna.skarzynska@uwr.edu.pl Environmental Sciences: Dr Adriana Trojanowska-Olichwer adriana.trojanowska-olichwer@uwr.edu.pl
WEBSITE	https://international.uni.wroc.pl/en/incoming-students Courses catalogue: https://international.uni.wroc.pl/en/courses

B. Mobility numbers¹ per academic year

Student Mobility: Mobility Numbers per 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			Number of student mobility periods		
				1 st	2 nd	3 rd	Student Mobility for Studies		Student Mobility for Traineeships *
F CAYENNE 04	PL WROCLAW 01	442	Biology and Biochemistry, Chemistry	x	x	x	4	10	
		0422	Environmental and Life Science						
PL WROCLAW 01	F CAYENNE 04	442	Biology and Biochemistry Chemistry	x	x	x	4	10	
		0422	Environmental and Life Science						

*Total number of months of the study periods.

Staff Mobility for Teaching/Training: Mobility numbers per academic year (1-6 weeks)

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*
F CAYENNE 04	PL WROCLAW01	04, 442, 422	Biology, Biochemistry and Chemistry	4 person 8 hs – 5 days	2 person 8 hs - 2 days
PL WROCLAW01	F CAYENNE 04	04, 442, 422	Biology, Biochemistry and Chemistry	4 Person 8 hs – 5 days	by an individual arrangement

C. Recommended language skills

Receiving Institution	Subject area code (ISCED)	Language of Instruction - 1	Language of Instruction - 2	Recommended language of instruction leve	
				Student Mobility for Studies	Staff Mobility for Teaching
F CAYENNE 04	023	French	English	B1/B2	B2
PL WROCLAW01	023	Polish	English	B2	

¹ 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>)

D. Calendar

Receiving	Autumn (S1)	Spring (S2)
F CAYENNE 04	Nominations: 15 of May Applications: 30 of June	Nominations: 15 of October Applications: 30 of November
	1. Applications should be sent to the international office 2. Will send its decision within 2 weeks after the application period has ended 3. A Transcript of Records will be issued no later than 3 weeks after the assessment period has finished at the receiving	
PL WROCLAW01	Nominations: 1 st of June Applications: 15 th of June	Nominations: 15 th of October Applications: 31 th of October
Nominations of the students should be sent by e-mail with the respect of above deadlines to Barbara Pietrzkiewicz, email: barbara.pietrzkiewicz@uwr.edu.pl		

E. Information

1. Grading systems of the institutions

PL WROCLAW01:

ECTS grade	Polish grade	Definition
A	5 (bdb)	EXCELLENT – outstanding performance with only minor errors
B	4,5 (+db)	VERY GOOD – above the average standard but with some errors
C	4 db	GOOD – generally sound work with a number of notable errors
D	3,5 +dst	SATISFACTORY – fair but with significant shortcomings
E	3 dst	SUFFICIENT – performance meets the minimum criteria
FX, F	2 nd	FAIL – some more work required before the credit can be awarded

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 WROCLAW 01		https://international.uni.wroc.pl/en/study-english/practical-information/visa
F CAYENNE 04	International Office Rémy DEZELUS +594 594 29 79 01 Email: remy.dezelus@univ-guyane.fr	international@univ-guyane.fr

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 WROCLAW01		https://international.uni.wroc.pl/en/study-english/practical-information/medical-insurance
F CAYENNE 04	International Office Rémy DEZELUS +594 594 29 79 01 Email: remy.dezelus@univ-guyane.fr	international@univ-guyane.fr

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	Contact details (email, phone)	Website for information
-------------	-----------------------------------	-------------------------

[Erasmus code]		
PL WROCLAW 01	International Office	https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/accomodation
F CAYENNE 04	International Office Rémy DEZELUS +594 594 29 79 01 Email: remy.dezelus@univ-guyane.fr	international@univ-guyane.fr

F. Signatures of the institutions (legal representatives)

Further requirements and information for each institution are included in Annexes to this Agreement ("institutional fact sheets"). These annexes are an integral part of this agreement.

Signatures of the legal representatives/heads of institutions of both institutions:

<p>Name of institution: Université de Guyane</p> <p>Name and status of representative: Rémy DEZELUS Institutional Erasmus Coordinator:</p> <p>Signature:</p>  <p>Université de Guyane Service des Relations Internationales Campus de Troubiran 2091, route de baduel - BP 792 97337 CAYENNE CEDEX (FRANCE)</p> <p>Date: 02/05/2018</p>	<p>Name of institution: Uniwersytet Wrocławski</p> <p>Name and status of representative: Barbara Skłacka-Harroid Institutional Erasmus Coordinator :</p> <p>Signature</p>  <p>Date:</p>
--	--

Erasmus⁺ Programme

Annex to Inter-institutional agreement 2015/2016 - 2020/2021

UNIWERSYTET WROCLAWSKI
PL WROCLAW01, PIC: 999845155

A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Uniwersytet Wrocławski	PL WROCLAW01	Institutional Coordinator: Barbara Skalacka-Harrold International Office Pl. Uniwersytecki 1 50-137 Wrocław, Poland Tel: +48 71 3752 705 Fax: +48 71 3752 800 barbara.skalacka-harrold@uwr.edu.pl	International Office: https://international.uni.wroc.pl/

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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching
PL WROCLAW01	Polish	English	B2	B2

D. Additional requirements

STUDENTS

- Nominations

Student nominations should be sent (e-mail) by the Partner University to Ms. Barbara Pietrzkiewicz barbara.pietrzkiewicz@uwr.edu.pl, responsible for incoming students, before 1st June (winter semester) and 15th October (summer semester)

- Application procedure

All the nominated students should create an on-line account and follow the instructions to prepare the required documents (application form, learning agreement, copy of the passport, English language confirmation, ID photograph) which should be sent to the International Office of UWr before 15th June (winter semester) and 31st October (summer semester)

Detailed information about the procedure:

<https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/application-forms-and-deadlines>

DISABLED

The University of Wrocław can offer some assistance to students/staff with disabilities, although the structure and the position of the university buildings may occur difficulties for students with serious mobility problems. Limited number of rooms suitable for disabled can be offered in one of the student houses. Disabled students interested to study at the University of Wrocław should contact the International Office before starting the application procedure to make sure if all the necessary assistance can be provided.

STAFF

- Academic teachers interested in a teaching visit at the University of Wrocław should contact the Erasmus Coordinator at the Faculty which holds the appropriate Erasmus bilateral agreement.
- Non-academic staff members who are interested in spending one week training at the University of Wrocław under the Erasmus programme should at first contact the International Office of Wrocław University, who will then forward the query to the appropriate department of the University.

Detailed information for incoming staff:

<https://international.uni.wroc.pl/en/visiting-staff>

E. Calendar

1. Student application deadlines:

Receiving institution	Autumn/Winter term ¹ [month]	Spring/Summer term ² [month]
PL WROCLAW01 Nominations from Partner: Applications:	1 st June 15 th June	15 th October 31 st October

2. The receiving institutions will send their decisions within 4 weeks after deadline.
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.
4. Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before September 1st the year before the changes takes place. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

PL WROCLAW01	
WWW for Incoming Students	https://international.uni.wroc.pl/en/incoming-students/exchange-students
WWW Course Catalogue	https://international.uni.wroc.pl/en/courses
Grading scale	https://international.uni.wroc.pl/en/courses/grading-scale
Housing ³	https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/accomodation
WWW Visa Information ⁴	https://international.uni.wroc.pl/en/study-english/practical-information/visa
WWW Insurance Information ⁵	https://international.uni.wroc.pl/en/study-english/practical-information/medical-insurance
ECTS Users' Guide	https://international.uni.wroc.pl/en/courses https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus/courses-polish
Erasmus Coordinators	https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/erasmus-co-ordinators

¹ To be adapted in case of a trimester system.

² To be adapted in case of a trimester system.

³ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

⁴ 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 ECHE.

⁵ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.