



Erasmus+ Programme

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

Inter-institutional agreement 2019-2023 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)
Adam Mickiewicz University in Poznan, Faculty of Modern Languages and Literatures	PL POZNAN01	Paulina Winkler Faculty of Modern Languages and Literatures al. Niepodległości 4 61-874 Poznań, PL e-mail: erasmneo@amu.edu.pl Tel: +48 61 829 35 37 Jędrzej Pawlicki Institute of Romance Philology al. Niepodległości 4 61-874 Poznań, PL e-mail: ifrom.er@amu.edu.pl Tel: +48 61 829 36 34	https://international.amu.edu.pl/ https://international.amu.edu.pl/amu-pie-short-courses2/amu-pie-short-courses http://neo.amu.edu.pl/ifrom/
The Saints Cyril and Methodus University of Skopje	MK SKOPJE01	Institutional Erasmus Coordinator Prof. Gordana Josifova-Nedelkovska Vice-Rector for International Cooperation Blvd. Goce Delcev 9, 1000 Skopje	www.ukim.edu.mk http://flf.ukim.edu.mk

		Republic of North Macedonia Tel: (+389 2) 3293 206 e-mail: g.josifova@ukim.edu.mk Erasmus Faculty Coordinator Prof. Ruska Ivanovska Naskova Blvd. Goce Delcev 9A, 1000 Skopje Republic of North Macedonia Tel: (+389 2) 32 40 413 e-mail: rivanovska@gmail.com	
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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	
					Total number of students	Total number of months
PL POZNAN01	MK SKOPJE01	09.0	Languages and Philological Sciences (Romance Languages)	1 st /2 nd /3 rd	2	12
MK SKOPJE01	PL POZNAN01	09.0	Languages and Philological Sciences (Romance Languages)	1 st /2 nd /3 rd	2	12

FROM	TO	Subject	Subject	Number of staff mobility periods
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[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	area code * [ISCED]	area name *	Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
PL POZNAN01	MK SKOPJE01	09.0	Languages and Philological Sciences	1 person / 1 week	/
MK SKOPJE01	PL POZNAN01	09.0	Languages and Philological Sciences	1 person / 1 week	/

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 instruction 1	Language of instruction n 2	Recommended language of instruction level Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL POZNAN01	09.0		French English	B1 (for classes taught in French) B1 English (for classes taught in English)	B2 B2
MK SKOPJE01	09.0	Macedonian*	French/ English (selected courses)	B1	B2

*Ss. Cyril and Methodius University in Skopje organizes Macedonian language courses for foreign students that are free of charge and last from 3 to 6 months (this is a non-credit programme).

For more details on the language of instruction recommendations, see the course catalogue of each institution : <https://international.amu.edu.pl/amu-pie-short-courses2/amu-pie-short-courses>, <https://ects.amu.edu.pl/en/>

D. Additional requirements

1. Adam Mickiewicz University accepts students with disabilities.
- 2.

E. Calendar

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

1. Academic calendar:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MK SKOPJE01	October 1 – February 15 (exam period included)	February 15 – June 30 (exam period included)
PL POZNAN01	October 1 – February 15 (exam period included)	February 15 – June 30 (exam period included)

2. Information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MK SKOPJE01	15 May	15 November
PL POZNAN01	June 30	November 30

3. Student applications must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MK SKOPJE01		
PL POZNAN01	(from May 15) July 15	(from November 15) January 15

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

2. The receiving institution will send its decision within **4** weeks.
3. A Transcript of Records will be issued by the receiving institution no later than **4** 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

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "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 POZNAN01

- A/5** EXCELLENT - outstanding performance
B/4+ VERY GOOD - above the average standard with only minor errors
C/4 GOOD - generally sound work with some minor errors
D/3+ SATISFACTORY - fair but with a number of notable errors
E/3 SUFFICIENT - fair but with significant shortcomings
F/2 FAIL

MK SKOPJE01: Ss Cyril and Methodius University in Skopje grading scale related to ECTS grading system:

ECTS grade	Local grade	Local definition
F	5	Fail
E	6	Sufficient
D	7	Satisfactory
C	8	Good
B	9	Very Good
A	10	Excellent

ECTS-credits: 60 per year/30 per semester

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 POZNAN01	erasmus@amu.edu.pl Mrs. Anna Abram +48 829 43 39	http://www.poznan.uw.gov.pl/en http://www.msz.gov.pl/en/travel to poland/entering poland/
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

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 POZNAN01	erasmus@amu.edu.pl Mrs. Anna Abram +48 829 43 39	http://www.erasmus.org.pl/coming-poland-formal-issues https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerning-access-health-care-during-temporary-st
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en


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 POZNAN01	erasmus@amu.edu.pl Mrs. Anna Abram +48 829 43 39	http://erasmus.amu.edu.pl
MK SKOPJE01	I.Bogoevski@ukim.edu.mk	www.ukim.edu.mk

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
PL POZNAN01	Paulina Winkler, Erasmus Faculty Coordinator	15.04.19	 Faculty of Modern Languages and Literature Dr. Paulina Winkler
MK SKOPJE01	Prof. Gordana Josifova- Nedelkovska Vice-Rector for International Cooperation	23-04-2019	