



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021

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 department, where relevant)	Erasmus code	Contact details ¹ (email, phone)	Website (eg. of the course catalogue)
Uniwersytet Lodzki Faculty of Philology Institute of English Studies	PL LODZ01	Institutional Erasmus Coordinator: Prof. Eleonora Bielawska-Batorowicz ebator@uni.lodz.pl Faculty Coordinator: Monika Kopytowska, PhD. monika.kopytowska@gmail.com Administrative contact: International Relations Office Poland, Lodz, 90-131 65 Narutowicza Str. email: bwz@uni.lodz.pl (agreements and outgoing students) iso@uni.lodz.pl (incoming students) Tel: + 48 42 635 4037 Fax: + 48 42 635 4789	www.iso.uni.lodz.pl www.anglistyka.uni.lodz.pl
Универзитет „Св. КИРИЛ и	MK SKOPJE01	Ss. Cyril and Methodius University in Skopje	http://www.ukim.edu.mk/en_index.php

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>МЕТОДИЈ” во Скопје (SS. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE)</p>		<p>Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3293 206; e-mail: M.Cvetkovska@ukim.edu.mk Faculty coordinator: Jovanka Lazarevska-Stancevska "Blaze Koneski" Faculty of Philology Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3240 493; e-mail: jovanka@ukim.edu.mk</p>	
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B. Mobility numbers² 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 November 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 *
MK SKOPJE01	PL LODZ01	0231	Language acquisition	1,2,3	2 (10)	Only by individual agreement
PL LODZ01	MK SKOPJE01	0231	Language acquisition	1,2,3	2 (10)	Only by individual agreement

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 *
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² 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>)

MK SKOPJE01	PL LODZ01	0231	Language acquisition	2 (10)	Only by individual agreement
PL LODZ01	MK SKOPJE01	0231	Language acquisition	2 (10)	Only by individual agreement

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 2	Recommended language of instruction level ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LODZ01	0231	English		B1	B2
MK SKOPJE01	0231	English	Macedonian	B2	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 LODZ01: UL welcomes students with disabilities. While sending the nomination letter, please inform the International Students Office (10 months prior to arrival) about students with disabilities in order to provide the proper support to these students. The University of Lodz has the infrastructure to welcome students with some types of disabilities

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 LODZ01	Application deadline: 30 th June https://enrolment.uni.lodz.pl/	Application deadline : 15 th December https://enrolment.uni.lodz.pl/
MK SKOPJE01:	15 May	15 November

³ 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>

2. **PL LODZ01:** The receiving institution will send its conditional decision within four weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement
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

E SANTIAGO01:

PL LODZ01: Grading system at the University of Lodz <http://iso.uni.lodz.pl/erasmus/ects-system>

MK SKOPJE01:

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

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	Website for information
PL LODZ01	International Students Office iso@uni.lodz.pl	www.iso.uni.lodz.pl
MK SKOPJE01	international@ukim.edu.mk	http://www.ukim.edu.mk/en_index.php

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	Website for information
PL LODZ01	International Students Office	www.iso.uni.lodz.pl

	iso@uni.lodz.pl	
MK SKOPJE01	international@ukim.edu.mk	http://www.ukim.edu.mk/en_index.php


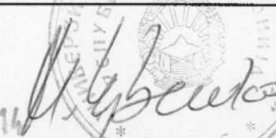
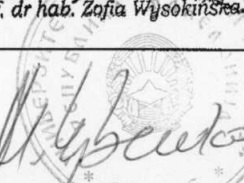
4. Housing

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 LODZ01	International Students Office iso@uni.lodz.pl	www.iso.uni.lodz.pl
MK SKOPJE01	I.Bogoevski@ukim.edu.mk	http://www.ukim.edu.mk/en_index.php

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
PL LODZ01	Prof. Zofia Wysokińska Pro-rector in Charge of International Relations	11.12, 2014	 PROREKTOR DS. WSPÓŁPRACY Z ZAGRANICĄ UNIWERSYTETU ŁÓDZKIEGO prof. dr hab. Zofia Wysokińska
MK SKOPJE01	Prof. Dr. Meri Cvetkovska Vice-Rector for International Cooperation	22-12-2014	 

⁴ Scanned signatures are accepted