



Erasmus+



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

Inter-institutional agreement 2017-2019
between institutions from
Programme and Partner 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 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 higher education institutions

Full name of the institution / country	Erasmus code or city ¹	Contact details ² (email, phone)	Website (eg. of the course catalogue)
University of Public and Individual Security "Apeiron" in Cracow	PL KRAKOW25	MEd Marta PANKIV , Erasmus+ University Coordinator 3 Krupnicza St. 31-123 Cracow, Poland tel: +48 535-082-794 email: martapankiv@apeiron.edu.pl	http://apeiron.edu.pl/pl/uczelnia/erasmus/incoming-students/
Private Higher Education Institution «Lviv University of Business and Law»	Lviv, Ukraine	Uliana UNIIAT 99, Kulparkivska St. Lviv, Ukraine, 79021 tel: +38 093-804-6354 email: cie.lubp@gmail.com	http://lubp.com.ua/en/

¹ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

² Contact details to reach the senior officer in charge of this agreement.

B. Mobility numbers³ 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.

[*Optional: subject area code & name and study cycle are 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	Staff Mobility for Training *
PL KRAKOW25	Lviv, Ukraine	0310	Social and behavioural sciences	1/5 days average duration	Not applicable
Lviv, Ukraine	PL KRAKOW25	0310	Social and behavioural sciences	1/5 days average duration	Not applicable

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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL KRAKOW25	0310	English	Polish	Not applicable	B2
Lviv, Ukraine	0310	English	Ukrainian	Not applicable	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

³ 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>)

⁴ 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>

D. Respect of fundamental principles and other mobility requirements

The higher education institution located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution 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.
- 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. 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. Additional requirements

PL KRAKOW25: Only individual support can be provided for students and staff with minor disabilities.

Lviv, Ukraine: Only individual support can be provided for students and staff with minor disabilities.

F. Calendar

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

Receiving institution [Erasmus code or city]	Term*
PL KRAKOW25	At least 1 month prior to the mobility
Lviv, Ukraine	At least 1 month prior to the mobility

2. The receiving institution will send its decision within 2 weeks.

3. Termination of the agreement

This Agreement may be terminated by either party upon giving one academic year's prior written notice.

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

Not applicable

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 or city]	Contact details (email, phone)	Website for information
PL KRAKOW25	MEd Marta PANKIV , Erasmus+ University Coordinator 3 Krupnicza St. 31-123 Cracow, Poland tel: +48 535-082-794 email: martapankiv@apeiron.edu.pl	http://msz.gov.pl/pl/informacje_konsularne/profile_krajow/ukraina
Lviv, Ukraine	Uliana UNIIAT 99, Kulparkivska St. Lviv, Ukraine, 79021 tel: +38 093-804-6354 email: cie.lubp@gmail.com	http://www.lwow.msz.gov.pl/pl/informacje_konsularne/wizy/

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 (email, phone)	Website for information
PL KRAKOW25	MEd Marta PANKIV , Erasmus+ University Coordinator 3 Krupnicza St. 31-123 Cracow, Poland tel: +48 535-082-794 email: martapankiv@apeiron.edu.pl	http://msz.gov.pl/pl/informacje_konsularne/profile_krajow/ukraina#ubezpieczenie
Lviv, Ukraine	Uliana UNIIAT 99, Kulparkivska St. Lviv, Ukraine, 79021 tel: +38 093-804-6354 email: cie.lubp@gmail.com	http://mfa.gov.ua/ua/consular-affairs/travel-advice/108-pl


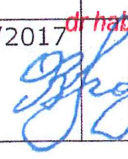

4. Housing

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 (email, phone)	Website for information
PL KRAKOW25	MEd Marta PANKIV , Erasmus+ University Coordinator 3 Krupnicza St. 31-123 Cracow, Poland tel: +48 535-082-794 email: martapankiv@apeiron.edu.pl	http://apeiron.edu.pl/pl/useful-information/
Lviv, Ukraine	Uliana UNIIAT 99, Kulparkivska St. Lviv, Ukraine, 79021 tel: +38 093-804-6354 email: cie.lubp@gmail.com	http://lubp.com.ua/en/%D1%96%D0%BD%D1%84%D0%BE%D1%80%D0%BC%D0%B0%D1%86%D1%96%D1%8F-%D0%B4%D0%BB%D1%8F-%D0%B2%D1%81%D1%82%D1%83%D0%BF%D0%BD%D0%B8%D0%BA%D1%96%D0%B2/

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁵
PL KRAKOW25	Assoc. Prof. Juliusz PIWOWARSKI, PhD Rector	07/09/2017	 Wyższa Szkoła Bezpieczeństwa Publicznego i Indywidualnego „APEIRON” w Krakowie REKTOR
Lviv, Ukraine	Assoc. Prof. F.V. Gorbonos, PhD Rector	11/09/2017	 dr hab. Juliusz Piwowarski, prof. WSBPI 

⁵ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation