



# Erasmus+ Programme

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

### Inter-institutional agreement 2018/2021 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	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Pedagogical University of Cracow	PL KRAKOW05	<b>Prof. Mariusz Misztal</b> - Institutional Coordinator ul. Karmelicka 41; 31-128 Kraków, Poland Tel: +48 12 6626960 <a href="mailto:mariusz.misztal@up.krakow.pl">mariusz.misztal@up.krakow.pl</a>  Administrative: <b>Małgorzata Idzik</b> Head of International Relations Office ul. Podchorążych 2; 30-084 Kraków, Poland tel.: +48 12 6627475 <a href="mailto:malgorzata.idzik@up.krakow.pl">malgorzata.idzik@up.krakow.pl</a>	<a href="http://www.up.krakow.pl">http://www.up.krakow.pl</a>
Harokopio University	G KALLITH01	<u>Departmental Coordinator:</u> Lecturer George Mavrommatis Department of Geography Harokopio University <a href="mailto:gmavrommatis@hua.gr">gmavrommatis@hua.gr</a> T: +30210 9549148 <u>Institutional Coordinator</u> Prof.Dr.G Dedousis Harokopio University <a href="mailto:dedousi@hua.gr">dedousi@hua.gr</a> T: +30210 9549304	<a href="http://www.hua.gr">www.hua.gr</a> <a href="https://eclass.hua.gr/courses/UNI111/">https://eclass.hua.gr/courses/UNI111/</a>

#### 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	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods Student Mobility for Studies	
PL KRAKOW05	G KALLITH01	4432	Geography	1 <sup>st</sup> , 2 <sup>nd</sup>	3 x 5	
G KALLITH01	PL KRAKOW05	4432	Geography	1 <sup>st</sup> , 2 <sup>nd</sup>	3 x 5	
FROM	TO	Subject area code	Subject area name		Number of staff mobility periods Staff Mobility for Teaching	
PL KRAKOW05	G KALLITH01	4432	Geography		2 x 5 day	1 x 5 days
G KALLITH01	PL KRAKOW05	4432	Geography		2 x 5 days	1 x 5 days

### 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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	Student Mobility for Teaching Studies	Staff Mobility for Teaching Studies
PL KRAKOW05		Polish	English	B2		C1
G KALLITH01		Greek	English	B1 in Greek or B2 in English		C1

### D. Additional requirements

**PL KRAKOW05:** all incoming students must be nominated by their home institution before the deadline. All documents of incoming students and staff have to be sent to the International Relations Office.

It is not possible for incoming students to extend their initial period of stay – the maximum of months to be realized is indicated in table B.

### E. Calendar

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

Receiving institution	Autumn term*	Spring term*
PL KRAKOW05	May 15	November 30
G KALLITH01	Nomination deadline May 31 Application deadline June 30	Nomination deadline October 31 Application deadline November 30

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.

**HAROKOPIO UNIVERSITY:** As a receiving institution will send its acceptance decision within 5 weeks after the 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.

**HAROKOPIO UNIVERSITY:** 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

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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 KRAKOW05:

- Excellent – 5 A
- Very good – 4,5 B
- Good – 4 C
- Satisfactory – 3,5 D
- Sufficient – 3 E
- Unsatisfactory / Unsufficient/Failed – 2 FX, F

**G KALLITH 01 :** <http://www.erasmus.hua.gr/index.php/en/grading-systems>

#### GREEK GRADING SYSTEM

Undergraduate studies (=1 <sup>st</sup> cycle of study)	Post-graduate studies (=2 <sup>nd</sup> cycle of study)
Local Grades for Individual Courses 10/10 – 5/10 = successful performance 4/10 – 0/10 = Fail	Local Grades for Individual Courses 10/10 – 6/10 = successful performance 5/10 – 0/10 = Fail

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	Contact details	Website for information
PL KRAKOW05	Magdalena Birgiel, International Relations Office ul. Podchorążych 2, 30-084 Kraków tel: +48 12 662 60 48 e-mail: <a href="mailto:m.birgiel@up.krakow.pl">m.birgiel@up.krakow.pl</a>	<a href="http://erasmus.up.krakow.pl/incomings-students">http://erasmus.up.krakow.pl/incomings-students</a>
G KALLITH01	Dept. of International & Public Relations, Erasmus office	Hellenic Republic – Ministry of Foreign Affairs <a href="http://www.mfa.gr/en/visas">http://www.mfa.gr/en/visas</a>



	kbarda@hua.gr erasmus@hua.gr T: +30 2109549524, 525	
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### 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	Contact details	Website for information
PL KRAKOW05	Magdalena Birgiel, International Relations Office ul. Podchorążych 2, 30-084 Kraków tel/fax: +48 12 662 60 48 e-mail: <a href="mailto:m.birgiel@up.krakow.pl">m.birgiel@up.krakow.pl</a>	<a href="http://erasmus.up.krakow.pl/incomings-students">http://erasmus.up.krakow.pl/incomings-students</a>
G KALLITH01	Department of Academic Affairs –Students' care: Mrs. Aspasia Karamitsou, <a href="mailto:tacad.foitmer@hua.gr">tacad.foitmer@hua.gr</a> T: +30 2109549110 <a href="http://www.hua.gr/index.php/en/healthcare">http://www.hua.gr/index.php/en/healthcare</a>	





### 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	Website for information
PL KRAKOW05	Magdalena Birgiel, International Relations Office ul. Podchorążych 2, 30-084 Kraków tel/fax: +48 12 662 60 48 e-mail: <a href="mailto:m.birgiel@up.krakow.pl">m.birgiel@up.krakow.pl</a>	<a href="http://erasmus.up.krakow.pl/incomings-students">http://erasmus.up.krakow.pl/incomings-students</a>
G KALLITH01	Department of Academic Affairs –Students' care: Mrs. Aspasia Karamitsou, <a href="mailto:tacad.foitmer@hua.gr">tacad.foitmer@hua.gr</a> <a href="http://www.hua.gr/index.php/en/housing">http://www.hua.gr/index.php/en/housing</a> <a href="http://www.esngreece.gr">http://www.esngreece.gr</a> <a href="http://www.stayinathens.com">http://www.stayinathens.com</a> T: +30 2109549110	

### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature <sup>1</sup>
PL KRAKOW05	<b>dr hab. Robert Stawarz, prof. UP</b> <b>Vice-rector on Development</b>	06/06/2018	 
G KALLITH01	Prof. Katia Lazaridi <b>Vice Rector of Academic Affairs &amp; International Relations</b>	18/6/2018	 

<sup>1</sup> Scanned signatures are accepted