

Erasmus+ Programme

Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

Title: PL WROCLAW02 - 0410 - BUSINESS AND ADMINISTRATION

- 0413 MANAGEMENT AND ADMINISTRATION - I MESSINA01

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	2024/2025	
End of validity	2028/2029	

* One of the two options should be selected.

A. Information about higher education institutions

Name of the Institution (and department, where relevant)	Erasmus Code	Contact details (email, address, phone, fax)	Website
Università degli Studi di MESSINA	I MESSINA01	MARINA DOLFIN mdolfin@unime.it 0903977570	http://www.unime.it
		VINCENZO CORVELLO vcorvello@unime.it	

Name of the Institution (and department, where relevant)	Erasmus Code	Contact details (email, address, phone, fax)	Website
		GIUSEPPE LUCCHESI erasmus@unime.it	
		GIOVANNA SPATARI gspatari@unime.it 0902212060	
POLITECHNIKA WROCLAWSKA	PL WROCLAW02	ANNA SKOWROŃSKA SZMER ANNA SKOWROŃSKA SZMER anna.skowronska-szmer@pwr.edu.pl	
		JULIA BOHDZIEWICZ JULIA BOHDZIEWICZ julia.bohdziewicz@pwr.edu.pl	

B. Mobility numbers per academic year

FROM	TO	Subject Area Code	Subject Area Name	Field of education - Clarification	Study Cycle			Number of student mobility periods			
					UG	PG	D	Student Mobility for studies [total number of students]	Student Mobility for studies [total number of months]	Student Mobility for Traineeships (optional) [total number of students]	Student Mobility for Traineeships (optional) [total number of months]
I MESSINA01	PL WROCLAW02	1) 0410-2013 2) 0413-2013	1) Business and administration not further defined 2) Management and administration			x		2	10		
I MESSINA01	PL WROCLAW02	1) 0410-2013 2) 0413-2013	1) Business and administration not further defined 2) Management and administration		x			2	10		
PL WROCLAW02	I MESSINA01	1) 0410-2013 2) 0413-2013	1) Business and administration not further defined 2) Management and administration			x		2	10		
PL WROCLAW02	I MESSINA01	1) 0410-2013 2) 0413-2013	1) Business and administration not further defined 2) Management and administration		x			2	10		

☐ Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM	TO	Subject Area Code	Subject Area Name	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional) [total number of staff]	Staff Mobility for Training (optional) [total number of days]
PL WROCLAW02	I MESSINA01	1) 0410-2013 2) 0413-2013	1) Business and administration not further defined 2) Management and administration	2	20		
I MESSINA01	PL WROCLAW02	1) 0410-2013 2) 0413-2013	1) Business and administration not further defined 2) Management and administration	2	20		

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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL WROCLAW02		English		LIVELLO B2	
PL WROCLAW02		English		LIVELLO B2	
I MESSINA01			English		LIVELLO B2
I MESSINA01		Italian		LIVELLO B1	
I MESSINA01		Italian		LIVELLO B1	
PL WROCLAW02			English		LIVELLO B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving Institutions [Erasmus code]	Autumn term [day/month]	Spring term [day/month]
Università degli Studi di MESSINA (I MESSINA01)	15-06	15-11

Receiving Institutions [Erasmus code]	Autumn term [day/month]	Spring term [day/month]
POLITECHNIKA WROCLAWSKA (PL WROCLAW02)	01-05	01-11

Applications from incoming students must reach the institution by:

Receiving Institutions [Erasmus code]	Autumn term [day/month]	Spring term [day/month]
Università degli Studi di MESSINA (I MESSINA01)	30-06	30-11
POLITECHNIKA WROCLAWSKA (PL WROCLAW02)	15-05	15-11

Application procedure for incoming students

Receiving Institutions [Erasmus code]	Contact details (email, phone)	Website for information
Università degli Studi di MESSINA (I MESSINA01)	erasmus@unime.it +39 090 676 8532/8534	https://international.unime.it/mobility/incoming-mobility/erasmus-incoming-students-study
POLITECHNIKA WROCLAWSKA (PL WROCLAW02)	erasmus@pwr.edu.pl +48713203585	https://dwm.pwr.edu.pl/en/

E. Additional Requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
I MESSINA01			
PL WROCLAW02	(Req.1) Other	(Req.1) - Application Form - Transcript of Records -	(Req.1) https://dwm.pwr.edu.pl/en/international-students/exchange-erasmus/incoming/erasmus-plus/how-to-apply

The receiving institution will send its decision within 5 weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
I MESSINA01				
PL WROCLAW02	(Inf.1) Infrastructure	(Inf.1) -Most of campus facilities are adapted for people with reduced mobility. For the student with special needs, accessibility to the classrooms is checked before starting classes. - TOTUPOINT navigation system for visual impaired - Psychological Counseling Service - teaching materials adaptation ((Inf.1) pomoc.n@pwr.edu.pl +48713204320	(Inf.1) https://ddo.pwr.edu.pl/en/students

Receiving institution [Erasmus code]	Available service adjusted for people with:	Description of service (optional)	Contact details (email, phone)	Website for information
I MESSINA01	(Ser.1) Disability-SLD Services for students	(Ser.1) Reduced mobility - Hearing impairments - Visual impairments	(Ser.1) servizi.dd@unime.it	(Ser.1) https://international.unime.it/services/disability-sld-services-students
PL WROCLAW02	(Ser.1) Service	(Ser.1) Support services for people with disorders from the autism spectrum. With an individualized interview we assess the student's needs for support. Among other services: - educational assistant - more time to make the exams, if the student has this adaptation at home university - Psychological Couns	(Ser.1) pomoc.n@pwr.edu.p +48713204320	(Ser.1) https://ddo.pwr.edu.pl/en/students

F. Information

1. 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 contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I MESSINA01	erasmus@unime.it	https://international.unime.it/services/facilities/housing

	+39 090 676 8532/8534	
PL WROCLAW02	erasmus@pwr.wroc.pl +48713203585	https://dwm.pwr.edu.pl/en/international-students/exchange-erasmus/incoming/practical-information/accommodation

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
I MESSINA01	erasmus@unime.it +39 090 676 8532/8534	https://international.unime.it/messina/residence-permit
PL WROCLAW02	erasmus@pwr.edu.pl +48713204568	https://dwm.pwr.edu.pl/en/international-students/exchange-erasmus/incoming/practical-information/residency-in-poland

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
I MESSINA01	erasmus@unime.it +39 090 676 8532/8534	https://international.unime.it/messina/health-care
PL WROCLAW02	erasmus@pwr.wroc.pl +48713203585	https://dwm.pwr.edu.pl/en/international-students/exchange-erasmus/incoming/practical-information/health-insurance

4. Additional Information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
I MESSINA01			

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
PL WROCLAW02	(Info 1) Other useful information	(Info 1) erasmus@pwr.edu.pl , +48713204568	(Info 1) https://dwm.pwr.edu.pl/en/international-students/exchange-erasmus/incoming/practical-information

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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

Any other information regarding the terms of the agreement (optional)

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."]

G. SIGNATURES OF THE INSTITUTIONS (Legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
Università degli Studi di MESSINA (I MESSINA01)	GIOVANNA SPATARI Legal Manager		
POLITECHNIKA WROCLAWSKA (PL WROCLAW02)	ANNA SKOWROŃSKA SZMER ANNA SKOWROŃSKA SZMER Other JULIA BOHDZIEWICZ JULIA BOHDZIEWICZ Other		