



Erasmus+ Programme

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

Inter-institutional agreement 2013-15 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)
RIGA TECHNICAL UNIVERSITY	LV RIGA02	Jolanta Jurēvica Head of International Mobility Unit International Relations Department 1 Kalku Street, Riga, LV - 1658, Latvia Phone: +371 67089 055 Fax: +371 67089 067 jolanta.jurevica@rtu.lv	www.rtu.lv/en
KATOWICE INSTITUTE OF INFORMATION TECHNOLOGIES	PL KATOWIC12	Dobromiła Stano Erasmus Coordinator erasmus@wsti.pl dobromila.stano@wsti.pl tel. +48322072707	http://www.wsti.pl/stre-fa-studenta/organizacja-studiow/program-erasmus/638-wazne-dokumenty

B. Mobility numbers¹ 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	
					Student Mobility for Studies [number of students/total number of months of the study periods *]	Student Mobility for Trainee ships *
LV RIGA02	PL KATOWIC12	11.3	Informatics, Computer Science	1 st	2/12	-
PL KATOWIC12	LV RIGA02	11.3	Informatics, Computer Science	1 st	2/12	-

[*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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
LV RIGA02	PL KATOWIC12	11.3	Informatics, Computer Science	7 days	7 days
PL KATOWIC12	LV RIGA02	11.3	Informatics, Computer Science	7 days	7 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 [Erasmus code]	Optional : Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies	Staff Mobility for Teaching

¹ 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>

² 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>

				[Minimum recommended level: B1]	[Minimum recommended level: B2]
LV RIGA02		English	Latvian	B1	B2
PL KATOWIC12		English	Polish	B1 English	B2 English

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 KATOWIC12: For any information the future incoming students, teachers or staff members may need, please contact the International Office : erasmus@wsti.pl

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
LV RIGA02	1 st July	1 st November
PL KATOWIC12	15 th August	15 th December

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 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]

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

PL KATOWIC12

<http://www.wsti.pl/strefa-studenta/organizacja-studiow/program-erasmus/638-wazne-dokumenty>

LV RIGA02: www.fsd.rtu.lv

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
	info@rtu.lv	www.fsd.rtu.lv

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
LV RIGA02	info@rtuasd.lv	www.fsd.rtu.lv
PL KATOWIC12	kwestura@wsti.pl erasmus@wst.pl	http://www.wsti.pl/strefa-studenta/organizacja-studiow/program-erasmus/638-wazne-dokumenty

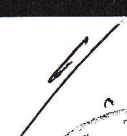
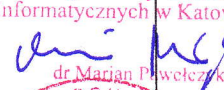

4. Housing

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 source.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
LV RIGA02	info@rtuasd.lv	www.fsd.rtu.lv
PL KATOWIC12	erasmus@wst.pl	Students can benefit from dormitory at the University of Silesia in Katowice and Sosnowiec. http://english.us.edu.pl/accomodation We help students to find a place in private dormitories.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
LV RIGA02	Prof. Uldis Sukovskis, Vice-Rector for Academic Affairs	14.04.2014.	
PL KATOWIC12	Marian Pawełczyk, Phd Rector Dobromiła Stano, MA Erasmus Coordinator	10.03.2014. REKTOR Wyższej Szkoły Technologicznej Informatycznych w Katowicach  dr Marian Pawełczyk	

³ Scanned signatures are accepted



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