



# Erasmus+ Programme

## Key Action

### – 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 (email, phone)	Website (eg. of the course catalogue)
<b>Warsaw University of Technology</b>  <b>Faculty of Physics</b> (Politechnika Warszawska, Wydział Fizyki)	<b>PL WARSZAW02</b>	<b>The Faculty Coordinator:</b> <b>Dr Sławomir Ertman</b> Physics Building, room 8a, <a href="mailto:erasmus@if.pw.edu.pl">erasmus@if.pw.edu.pl</a> tel. +48 22 234 51 82 PL 00-662 Warszawa, ul. Koszykowa 75	<a href="http://fizyka.pw.edu.pl">http://fizyka.pw.edu.pl</a> <a href="http://if.pw.edu.pl/~erasmus">http://if.pw.edu.pl/~erasmus</a> <a href="http://www.fizyka.pw.edu.pl/index.php?option=com_facultyinfo&amp;Itemid=186">http://www.fizyka.pw.edu.pl/index.php?option=com_facultyinfo&amp;Itemid=186</a>
Institutional Erasmus Coordinator  Attention: Mrs Bożena Snopińska is WUT's Main Erasmus Coordinator not the Faculty Coordinator		<b>Bożena Snopińska,</b> <b>Main Erasmus Coordinator</b> Warsaw Univ. of Technology ul. Noakowskiego 18/20 PL 00-668 Warszawa tel.: +48 22 234 7404 fax.: +48 22 629 8009	<a href="https://www.cwm.pw.edu.pl/index_phtml?item1=programy_educacyjne&amp;item2=erasmus">https://www.cwm.pw.edu.pl/index_phtml?item1=programy_educacyjne&amp;item2=erasmus</a>
<b>TECHNISCHE UNIVERSITÄT BERLIN</b>	<b>D BERLIN02</b>	<b>Dr. Carola Beckmeier</b> <b>Head International Office</b> <b>Erasmus Institutional Coordinator</b> Technische Universität Berlin Akademisches Auslandsamt Straße des 17. Juni 135, D - 10623 Berlin (Deutschland) Phone: +49-30-314-24799 Fax : +49-30-314-24067 <a href="mailto:carola.beckmeier@tu-berlin.de">carola.beckmeier@tu-berlin.de</a>	<a href="http://www.tu-berlin.de/international-office">www.tu-berlin.de/international-office</a> <a href="http://www.auslandsamt.tu-berlin.de">www.auslandsamt.tu-berlin.de</a>
Departmental Coordinator Institut für Optik und Atomare Physik		<b>Prof. Birgit Kanngießner</b> <b>Departmental Coordinator – Code 0533 / 441</b> Institut für Optik und Atomare Physik Fakultät II, Sekr. EW 3-2, Hardenbergstr. 36, D-10623 Berlin Tel. +49-30-314-21428, <a href="mailto:birgit.kanngiesser@tu-berlin.de">birgit.kanngiesser@tu-berlin.de</a>	<a href="http://www.axp.tu-berlin.de/ag_kanngiesser/">http://www.axp.tu-berlin.de/ag_kanngiesser/</a>

## B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of <b>student mobility</b> periods Student Mobility for Studies [total number of months of the study periods or average duration *]
PL WARSZAW02	D BERLIN02	0533 441	Physics	1 <sup>st</sup> – BA 2 <sup>nd</sup> – MA	<b>2 / 10</b> (2 students x 10 months each = 20)
D BERLIN02	PL WARSZAW02	0533 441	Physics	1 <sup>st</sup> – BA 2 <sup>nd</sup> – MA	<b>2 / 10</b> (2 students x 10 months each = 20)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of <b>staff mobility</b> periods Staff Mobility for Teaching      Staff Mobility for Training [total number of days of teaching periods or average duration *]	
PL WARSZAW02	D BERLIN02	0533 441	Physics	<b>1 x 5 days = 5 days</b>	-----
D BERLIN02	PL WARSZAW02	0533 441	Physics	<b>1 person x 3 - 5 days</b>	-----

## 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	Staff Mobility for Teaching
<b>PL WARSZAW02</b>	0533 ( 441) Physics	Polish	English	B2	B2
<b>D BERLIN02</b>	0533 ( 441) Physics	German		Proficiency in German at least on level A2 of CEFR	Proficiency in German at least on level A2 of CEFR

#### D. Additional requirements

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

**PL WARSZAW02:** Application forms for incoming students will be available at the following website: <http://if.pw.edu.pl/~erasmus>

At the date of signing the agreement, Warsaw University of Technology, Faculty of Physics has limited infrastructure to welcome students and staff with physical disabilities: each case will be analysed individually.

The Faculty of Physics WUT at the date of signing the agreement has no regular teaching program in English, however selected lectures are regularly given in English. Moreover each year a few visiting professors are giving a special lectures in English. For English speaking incoming students an individual teaching programs will be arranged. A full master programme is scheduled to start at 2015 (specialization: photonics).

**D BERLIN02 :** No special requirements

##### Students and Staff with Disabilities

Technische Universität Berlin has the infrastructure to welcome students and staff with disabilities. For more information, please see:

<http://www.behindertenberatung.tu-berlin.de/menue/home/>

<http://www.behindertenberatung.tu-berlin.de/menue/studium/>

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term*	Spring term*
	[month]	[month]
<b>PL WARSZAW02</b>	<b>May 30-th</b>	<b>November, 30th</b>
<b>D BERLIN01</b>	<b>June 1<sup>st</sup></b> For the Winter term	<b>December 1<sup>st</sup></b> For the Summer term

*[\* to be adapted in case of a trimester system]*

2. The receiving institution will send its decision within **2** weeks.  
**D BERLIN02:** see INFORMATION SHEET ERASMUS+  
[http://www.auslandsamt.tu-berlin.de/international-office/ueber\\_uns/parameter/en/](http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/)
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.  
**D BERLIN02 :** see INFORMATION SHEET ERASMUS+  
[http://www.auslandsamt.tu-berlin.de/international-office/ueber\\_uns/parameter/en/](http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/)  
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

The present contract may be modified by either party in agreement with the other party. The parties agree to solve in a friendly manner any controversy arising from the interpretation of the present agreement. In the event of unilateral termination, a notice of at least one academic year should be given to the other party. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

In the event that notice of termination of the agreement is given, students who have already been selected and accepted for the exchange programme may still participate. Notwithstanding the termination of the agreement, each institution agrees that it will continue to fulfil its responsibilities to exchange students already registered at their institution until the completion of their particular exchange period.

## **F. Information**

### **1. Grading systems of the institutions**

#### **PL-WARSZAW02:**

Grades at the Faculty of Physics, Warsaw University of Technology:

<b>Local grade</b>	<b>ECTS Grade</b>	<b>Definition</b>
5.0	A	Very good
4.5	B	Above good
4.0	C	Good
3.5	D	Fairly good
3.0	E	Satisfactory
2.0	F	Fail

Exchange students have to take 30 credits ECTS per semester or 60 credits ECTS for the year.

#### **D BERLIN02**

see INFORMATION SHEET ERASMUS+

[http://www.auslandsamt.tu-berlin.de/international-office/ueber\\_uns/parameter/en/](http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/)

## 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
<b>PL WARSZAW02</b>	<a href="mailto:erasums@if.pw.edu.pl">erasums@if.pw.edu.pl</a> +48 22 234 5182	<a href="http://www.msz.gov.pl/en/travel_to_poland/visa/visa">http://www.msz.gov.pl/en/travel_to_poland/visa/visa</a>
<b>D BERLIN02</b>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>	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 <a href="http://www.betreuung-int-stud.tu-berlin.de">www.betreuung-int-stud.tu-berlin.de</a>

## 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
<b>PL WARSZAW02</b>	Central Office of the National Health Found - the International Affairs Office ul. Grójecka 186, 02-390 Warszawa, Poland tel.+48 22 572 6268 fax: +48 22 572 6319 email: <a href="mailto:ca17@nfz.gov.pl">ca17@nfz.gov.pl</a>	<a href="https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerning-access-health-care-during-temporary-st">https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerning-access-health-care-during-temporary-st</a>
<b>D BERLIN02</b>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>

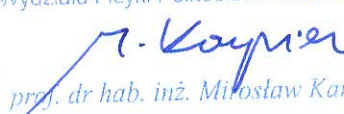

## 4. Housing

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 [Erasmus code]	Contact details (email, phone)	Website for information
<b>PL WARSZAW02</b>	Student's dormitories: <a href="mailto:seks@samorzad.pw.edu.pl">seks@samorzad.pw.edu.pl</a>	<a href="https://kwaterunek.sspw.pl">https://kwaterunek.sspw.pl</a>
<b>D BERLIN02</b>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>	see INFORMATION SHEET ERASMUS+ <a href="http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/">http://www.auslandsamt.tu-berlin.de/international-office/ueber_uns/parameter/en/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>1</sup> and stamp
<b>PL WARSZAW02</b>	<b>Prof. dr hab Mirosław Karpierz</b> Dean of the Faculty of Physics	14 MAJ 2014	<b>DZIEKAN</b> Wydziału Fizyki Politechniki Warszawskiej  prof. dr hab. inż. Mirosław Karpierz
<b>D BERLIN02</b>	<b>Dr. Carola Beckmeier</b> Erasmus Institutional Coordinator	18 MAJ 2014	 Technische Universität Berlin Abt. I - Studierendenservice International Office GeschZ.: ID 11 Straße des 17. Juni 125 - 10623 Berlin

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