



Erasmus+ Programme

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

Inter-institutional agreement 2014-21 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)
Warsaw University of Technology, Faculty of Physics (Politechnika Warszawska, Wydział Fizyki)	PL WARSZAW02	The Faculty Coordinator: Dr Sławomir Ertman Physics Building, room 8a, erasmus@if.pw.edu.pl tel. +48 22 234 51 82 00-662 Warszawa, ul. Koszykowa 75	http://fizyka.pw.edu.pl http://if.pw.edu.pl/~erasmus http://www.fizyka.pw.edu.pl/index.php?option=com_facultyinfo&Itemid=186
Institutional Erasmus Coordinator Attention: Mrs Bożena Snopińska is WUT's Main Erasmus Coordinator not the Faculty Coordinator	PL WARSZAW02	Bożena Snopińska, Main Erasmus Coordinator Warsaw Univ. of Technology ul. Noakowskiego 18/20 00-668 Warszawa tel.: +48 22 234 7404 fax.: +48 22 629 8009	https://www.cwm.pw.edu.pl/index.php?option=com_facultyinfo&Itemid=186
Technische Universität Darmstadt IG Internationale Beziehungen International & External Affairs Karolinenplatz 5 64289 Darmstadt GERMANY	D- DARMSTA01	Dr. Winfried Heinzel Director of International and External Affairs Sylvia Mohr-Bimmel Institutional Erasmus Coordinator mohr-bimmel.sy@pvw.tu-darmstadt.de Tel.: +496151-16-4022 Fax: +49615116-3989	Webpage www.tu-darmstadt.de/international Course Catalogue www.tu-darmstadt.de/studieren/vorlesungsverzeichnis

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 st , 2 nd or 3 rd] *	Number of student mobility periods
					Student Mobility for Studies [total number of months of the study periods or average duration*]
D- DARMSTA01	PL WARSZAW02	0533	Physics	1 st , 2 nd and 3 rd cycle	2/20
PL WARSZAW02	D- DARMSTA01	0533	Physics	1 st , 2 nd and 3 rd cycle	2/20

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 *
D- DARMSTA01	PL WARSZAW02	0533	Physics	1 x 5 days = 5 days	1 x 5 days = 5 days
PL WARSZAW02	D- DARMSTA01	0533	Physics	1 x 5 days = 5 days	1 x 5 days = 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 [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
D- DARMSTA01	0533 Physics	German	German	At least A2 and participation in intensive language course in September/March Or B1-level or higher	B2
PL WARSZAW02	0533 Physics	Polish	English	B2	B2

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]

D- DARMSTA01

Exchange students guide:

<http://www.tu-darmstadt.de/international/exchangestudents/>

Guide for disabled students/ staff:

<http://www.tu-darmstadt.de/studieren/studienorganisation/handicap.de.jsp>

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).

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D- DARMSTA01	Application until 31 st of May (Nomination until 15 th May)	Application until 31 st of December (Nomination until 15 th of December)
PL WARSZAW02	May 30-th	November, 30th

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

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

The receiving institution **D DARMSTA 01** will send its decision within 5 weeks after the end of the application period.

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.

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:

Local grade	ECTS Grade	Definition
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- DARMSTA01

Description of the grades in the "standard" grading system at D DARMSTA01	
1= excellent	= an excellent achievement
2= good	= an achievement considerably above average requirements
3= satisfactory	= an achievement fulfilling the average requirements
4= passed	= an achievement that still satisfies the requirements despite deficiencies
5= failed	= an achievement that fails to fulfill the requirements because of considerable deficiencies

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
D- DARMSTA01	torres@pvw.tu-darmstadt.de	http://www.tu-darmstadt.de/europe_incomings

PL WARSZAW02	erasums@if.pw.edu.pl +48 22 234 5182	http://www.msz.gov.pl/en/travel_to_poland/visa/visa
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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 [Erasmus code]	Contact details (email, phone)	Website for information
PL WARSZAW02	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: ca17@nfz.gov.pl	https://www.ekuz.nfz.gov.pl/en/info_dla_uprawnionych_z_innych/general-information-concerning-access-health-care-during-temporary-st
D DARMSTA01	torres@pvw.tu-darmstadt.de	http://www.tiny.cc/tuda_in_insurance

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
D- DARMSTA01	torres@pvw.tu-darmstadt.de	http://www.tiny.cc/tuda_in_accomodation
PL WARSZAW02	Student's dormitories: seks@samorzad.pw.edu.pl	https://kwaterunek.sspw.pl

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹ and stamp
D- DARMSTA01	Technische Universität Darmstadt Dr. Winfried Heinzl, Director of International Relations	12.02.2014	Technische Universität Darmstadt International and External Affairs  D-64289 Darmstadt Germany
PL WARSZAW02	Prof. dr hab Mirosław Karpierz Dean of the Faculty of Physics	2 1 LUT. 2014	PRODZIEKAN ds. NAUCZANIA Wydziału Fizyki PW  prof. nzw. dr hab. inż. Józef Dygas

Warsaw University of Technology
Faculty of Physics
 Koszykowa 75, 00-662 Warsaw, Poland
 Tel. 48 (22) 629-61-24, Fax: 48(22) 628-21-71
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¹ Scanned signatures are accepted