

## ANNEX TO THE ERASMUS + INTER-INSTITUTIONAL AGREEMENT with the University of Genoa

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

#### 1. Information about higher education institutions

##### 1.1 Institutional details

Name of the Institution	Uniwersytet Wrocławski
Erasmus code	PL WROCLAW01
Institution website	<a href="http://www.international.uni.wroc.pl">www.international.uni.wroc.pl</a>
International Students webpage	<a href="https://international.uni.wroc.pl/en/incoming-students/exchange-students">https://international.uni.wroc.pl/en/incoming-students/exchange-students</a>
Information for incoming students	<a href="https://international.uni.wroc.pl/en/incoming-students/exchange-students">https://international.uni.wroc.pl/en/incoming-students/exchange-students</a>
Course catalogue	<a href="https://international.uni.wroc.pl/en/bachelor/political-science-comparative-politics">https://international.uni.wroc.pl/en/bachelor/political-science-comparative-politics</a>

##### 1.2 Main contacts

<b>Institutional Coordinator</b>	
<b>Contact details</b>	<p>Barbara Skałacka-Harrod International Office Pl. Uniwersytecki 1 50-137 Wrocław, Poland Tel: +48 71 3752 705 Fax: +48 71 3752 211 <a href="mailto:barbara.skalacka-harrod@uwr.edu.pl">barbara.skalacka-harrod@uwr.edu.pl</a></p>

<b>Other useful contacts</b>	
	<p><b>Departmental Coordinator:</b> Dr Piotr Sula ul. Koszarowa 3 bud 2/3 51-149 Wrocław Tel.: 71 375 50 59 Fax.: 71 326 10 05 <a href="mailto:piotr.sula@uwr.edu.pl">piotr.sula@uwr.edu.pl</a>, <a href="mailto:erasmus.political.sc@uwr.edu.pl">erasmus.political.sc@uwr.edu.pl</a></p>

### 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 ISCED	Language of instruction 1	Language of instruction 2	The minimum language requirement of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
PL WROCLAW01	31	English	Polish	B2	B2

### D. Additional requirements

D BERLIN 13: The department building is wheelchair-accessible.

#### **PL WROCLAW01:** STUDENTS

- Nominations  
Student nominations should be sent (e-mail) by the Partner University to Ms. Barbara Pietrzekiewicz [barbara.pietrzekiewicz@uwr.edu.pl](mailto:barbara.pietrzekiewicz@uwr.edu.pl), responsible for incoming students, before 1st June (winter semester) and 15<sup>th</sup> October (summer semester)
- Application procedure  
All the nominated students should create an on-line account and follow the instructions to prepare the required documents (application form, learning agreement, copy of the passport, English language confirmation, ID photograph) which should be sent to the International Office of UWr before 15<sup>th</sup> June (winter semester) and 31<sup>st</sup> October (summer semester)

Detailed information about the procedure:

<https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/application-forms-and-deadlines>

#### DISABLED

The University of Wrocław can offer some assistance to students/staff with disabilities, although the structure and the position of the university buildings may occur difficulties for students with serious mobility problems. Limited number of rooms suitable for disabled can be offered in one of the student houses. Disabled students interested to study at the University of Wrocław should contact the International Office before starting the application procedure to make sure if all the necessary assistance can be provided.

#### STAFF

- Academic teachers interested in a teaching visit at the University of Wrocław should contact the Erasmus Coordinator at the Faculty which holds the appropriate Erasmus bilateral agreement.
- Non-academic staff members who are interested in spending one week training at the University of Wrocław under the Erasmus programme should at first contact the

International Office of Wrocław University, who will then forward the query to the appropriate department of the University.

Detailed information for incoming staff:

<https://international.uni.wroc.pl/en/visiting-staff>

## E. Calendar

1. Student application deadlines (1) and academic calendar (2):

Receiving institution	Winter term <sup>1</sup> [month]	Summer term <sup>2</sup> [month]
<b>PL WROCLAW01</b> (1) Nominations from Partner University: Applications:	1 <sup>st</sup> June 15 <sup>th</sup> June	15 <sup>th</sup> October 31 <sup>st</sup> October
(2) Academic Year (Courses Period)	October 1 <sup>st</sup> – January 31 <sup>st</sup> + 2 week examination period	Last week of February – 3 <sup>rd</sup> week of June + 2 week examination period

2. The receiving institutions will send their decisions within 6-8 weeks after 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.
4. Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

	PL WROCLAW01
WWW for Incoming Students	<a href="http://www.international.uni.wroc.pl">www.international.uni.wroc.pl</a>
WWW Course Catalogue	<a href="https://international.uni.wroc.pl/en/study-english/programs-english">https://international.uni.wroc.pl/en/study-english/programs-english</a>
Housing <sup>3</sup>	<a href="https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/accomodation">https://international.uni.wroc.pl/en/exchange-programs/llp-erasmus-studies/accomodation</a>
Contact details	Ms. Barbara Pietrzekiewicz <a href="mailto:barbara.pietrzekiewicz@uwr.edu.pl">barbara.pietrzekiewicz@uwr.edu.pl</a>
WWW Visa Information <sup>4</sup>	<a href="https://international.uni.wroc.pl/en/study-english/practical-information/visa">https://international.uni.wroc.pl/en/study-english/practical-information/visa</a>
Contact details	

<sup>1</sup> To be adapted in case of a trimester system.


<sup>2</sup> To be adapted in case of a trimester system.

<sup>3</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>4</sup> 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 ECHE.

WWW Insurance Information <sup>5</sup>	<a href="https://international.uni.wroc.pl/en/study-english/practical-information/medical-insurance">https://international.uni.wroc.pl/en/study-english/practical-information/medical-insurance</a>
Contact details	
ECTS Users' Guide <sup>6</sup>	<a href="https://international.uni.wroc.pl/en/courses/grading-scale">https://international.uni.wroc.pl/en/courses/grading-scale</a>
WWW Students and Staff with Disabilities	
Contact details	Dorota Dzięcioł <a href="mailto:niepelnosprawni@uni.wroc.pl">niepelnosprawni@uni.wroc.pl</a>

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

Institution	Name function	Date	Signature <sup>7</sup>
PL WROCLAW01	Dr Piotr Sula Vice Director of the Institute of Political Science	24/11/2015	Z-ca DYREKTORA ds. Nauki i Współpracy z Zagranicą Instytutu Politologii  dr Piotr Sula

Website: [www.politologia.uni.wroc.pl](http://www.politologia.uni.wroc.pl)

<sup>5</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>6</sup> Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

<sup>7</sup> Scanned signatures are accepted