

PL WARSZAW07**Cardinal Stefan Wyszyński University in Warsaw****Prof. Massimo Natale****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)
Cardinal Stefan Wyszyński University in Warsaw Faculty of Humanities	PL WARSZAW07 PIC: 996314743	Erasmus Institutional Coordinator: Katarzyna Mikocka International Relations Office ul Wóycickiego 1/3, 01-938 Warszawa, Poland tel+48 22 561 89 57 /49 fax : +48 22 561 90 13 e-mail: bwm@uksw.edu.pl Departmental Coordinator: Dr Anna Zajchowska a.zajchowska@uksw.edu.pl	http://ects.uksw.edu.pl/en/courses/

The student and staff mobility on the part of PL WARSZAW07 will be conducted by the Faculty of Humanities within the following fields of studies: culture studies, Italian philology, museology, classical philology

C. Recommended language skills

Receiving institution [Erasmus code]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level¹	
			Student Mobility for Studies	
PL WARSZAW07	Italian	English	B1	

¹ 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>

D. Additional requirements

Student Mobility for Studies

Receiving institution [Erasmus code]	Minimum Number of Credits to be included in the study plan	Available Courses or Modules in the Faculty or Department(s)	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
PL WARSZAW07	SMS incoming: min 18 ECTS at the receiving faculty (recommended 30 ECTS)	Culture studies, Italian Philology Classical Philology Museology Polish Philology	Yes (min. 18 ECTS to be gained at the receiving Faculty)	Yes ²

PL WARSZAW07:

Staff mobility: STA, STT

The staff mobility applications to be sent to the IRO e-mail address bwm@uksw.edu.pl.

Draft of (Preliminary) Individual Teaching Programme for STA/ Individual Work Programme for STT indicating academic area/ professional area and proposed term of visit to be included so as to serve as a ground for the relevant faculty/administrative unit in decision-making process.

Student mobility: SMS

Nomination procedure: nominations to be sent to bwm@uksw.edu.pl. Each nomination should contain the following data: student's first and last name, gender, field of study, department and faculty at the home University, year of study, study level at the home University, Erasmus code of the home University, duration of stay (e.g. 1st semester, 2nd semester or whole academic year), e-mail address of the nominated student.

After receiving the nomination, the information on application would be sent directly to the students.

Online application process:

The IRK-DWM online registration system is accessible for students at: <https://irk.dwm.uksw.edu.pl/>

Application documents: Application form (containing course list to be followed at PL WARSZAW07), Transcript of Records, Language Level Certificate (official certificate or university confirmation stating the exact language level based on the exam)

Information accessible at: <http://www.dwm.uksw.edu.pl/en/>

Direct link:

http://www.dwm.uksw.edu.pl/en/index.php?option=com_content&view=article&id=143&Itemid=83

PL WARSZAW07: Assistance for the disabled students and staff is provided by Rector's Delegate for the Disabled Students. Please inform the IRO in advance (while nominating the student) about the specific requirements so that we can provide appropriate support in advance.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL WARSZAW07	Nomination deadline: 30 th April	Nomination deadline: 15 th December

² PL WARSZAW07: Assistance for the disabled students and staff is provided by Rector's Delegate for the Disabled Students. Please inform the IRO in advance (while nominating the student) about the specific requirements so that we can provide appropriate support in advance.

	Application deadline: 31 st May Please send nominations by e-mail to: bwm@uksw.edu.pl	Application deadline: 15 th January Please send nominations by e-mail to: bwm@uksw.edu.pl
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2. The receiving institution will send its decision within 5 weeks – I VERONA01 / 6 weeks – PL WARSZAW07.
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

This inter-institutional agreement is valid for the duration specified in the title, and may be updated or terminated by mutual agreement. 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 15 October 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."

F. Information

1. Grading systems of the institutions

Receiving institution [Erasmus code]	ECTS Link
PL WARSZAW07	Statistical distribution of grades elaborated by each faculty to be accessed at: http://www.ects.uksw.edu.pl/en/info/institution/

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL WARSZAW07	bwm@uksw.edu.pl +48 22 561 89 57	http://www.dwm.uksw.edu.pl/en/

3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL WARSZAW07	bwm@uksw.edu.pl +48 22 561 89 57	http://www.dwm.uksw.edu.pl/en/

4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL WARSZAW07	bwm@uksw.edu.pl +48 22 561 89 57	http://www.dwm.uksw.edu.pl/en/