



**Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Learning mobility for higher education students and staff**

**between EU Member States and third countries not associated to the
Programme**

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 20[21]-20[27] in:

¹ Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

KA171 call 2023

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the [Erasmus Charter for Higher Education](#)² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the [principles of GDPR](#)³ and in line with the technical standards of the [European Student Card Initiative](#)⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
University of Lodz	PL LODZ01	International Relations Office Poland, Lodz, 90-137 3 Uniwersytecka Str. Email: creditmobility@uni.lodz.pl tel. +48 42 635 47 90 Liliana Lato Head of International Relations Office	General: https://www.uni.lodz.pl/en/ Faculty/faculties: https://www.uni.lodz.pl/en/ul-faculties-and-units Course catalogue: https://www.uni.lodz.pl/en/mobility-study-programmes-and-courses
Luhansk Taras Shevchenko	E10180149	International.lnu@gmail.com +38066-294-1570	General: www.luguniv.edu.ua

² https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³ https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

⁵ Higher education institutions (HEIs) from EU Member States or should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

National University		Mila Ovcharova international.lnu@gmail.com +38095-704-1880	
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2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement or by exchanges of emails as a written proof.

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area ISCED CODE ⁷ (optional)	Subject area NAME (optional)	Study cycle [short cycle, 1st, 2nd or 3rd] (optional)	Number of mobility periods Student Mobility for Studies [Specify here total number of students]
Luhansk Taras Shevchenko National University	University of Lodz	0220	Humanities (except languages), not further defined	1st, 2nd	2 x 5months
		0310	Social and behavioural sciences, not further defined		
		0110	Education, not further defined		
		0111	Education science		
		0313	Psychology		
		0410	Business and administration, not further defined		
		0414	Marketing and advertising		
		0541	Mathematics		
University of Lodz	Luhansk Taras Shevchenko National University				-

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area	Subject area	Number of mobility periods	
		ISCED CODE (optional)	NAME (optional)	Staff Mobility for Teaching [Specify here total number of staff]	Staff Mobility for Training [Specify here total number of days]
Luhansk Taras Shevchenko National University	University of Lodz	0220	Humanities (except languages), not further defined	1 x 5days (8 hours minimum)	
		0310	Social and behavioural sciences, not further defined		
		0110	Education, not further defined		
		0111	Education science		
		0313	Psychology		
		0410	Business and administration, not further defined		
		0414	Marketing and advertising		
		0541	Mathematics		
University of Lodz	Luhansk Taras Shevchenko National University			-	-

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

⁸ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
University of Lodz		English		English B2	English C1
Luhansk Taras Shevchenko National University		English		English B2	English C1

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- For tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives
The budget for organisational support of KA171 students mobilities will be used for providing the grantees with the following by the University of Lodz:	<ul style="list-style-type: none"> • Partial reimbursement up to 100 EUR of visa cost paid upon arrival, on the basis of the original supporting document • Orientation and cultural programme • Welcome packs, holiday celebration events • Administrative costs of the receiving institution
The budget for organisational support of KA171 staff mobilities will be used for providing the grantees with the following by the University of Lodz:	<ul style="list-style-type: none"> • Partial reimbursement up to 100 EUR of visa cost paid upon arrival, on the basis of the original supporting document. • Welcome packs, orientation and cultural programme. • Administrative costs of the receiving institution.

<p>The organizational support (OS grant) awarded in the framework of the project shall be divided among higher education institutions listed in paragraph A of this agreement in the following way:</p>	<ul style="list-style-type: none"> The higher education institution from Partner Country will receive 250 EUR (two hundred fifty EUR) for each received incoming student and/or staff mobility (from EU to Partner Country) to support administrative procedures related to student/staff services. The pool of funds will be transferred after all mobility activities covered by this agreement are implemented and completed.
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The grant allocated to the higher education institution from the Partner Country under organizational support is payable as a lump sum. The higher education institution from the Partner Country agrees to cover the costs of bank transfer. This sum can be deducted from the allocated grant.

Please enter carefully all the data necessary to complete the financial transfer. In the presence of incorrect data or other problems with the transfer that are independent of the university, the University of Lodz reserves the right not to make the transfer.

Details of the bank account of the Partner Institution, to which the amount due for the Organization of Mobility, shall be transferred are as follows:

BENEFICIARY BANK:	JSC CB "PRIVATBANK", 1D HRUSHEVSKOHO STR., KYIV, 01001, UKRAINE
SWIFT CODE:	PBANUA2X
BENEFICIARY CUSTOMER:	LNU IMENI TARASA SHEVCHENKA DZ
ACCOUNT NR:	25308053700123
IBAN:	UA783047950000025308053700123
IN FAVOUR OF:	N/A
INTERMEDIARY BANK (if applicable):	Commerzbank AG, Frankfurt am Main, Germany
SWIFT CODE:	COBADEFF

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline ⁹
University of Lodz	Winter Term: 01 October – middle of February Spring Term: middle of February – 30 June	https://www.uni.lodz.pl/en/mobility-nomination-and-registration
Luhansk Taras Shevchenko National University	Winter semester: 01 Sep - 31 Jan 2025 Summer semester: 01 Feb - 30 June 2024	https://luguniv.edu.ua/?page_id=51869&lang=en

The receiving institution will send its decision within 2 weeks and no later than 4 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
University of Lodz	creditmobility@uni.lodz.pl 48 42 635 47 90	
Luhansk Taras Shevchenko National University	International.lnu@gmail.com +38066-294-1570	

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	Documents of candidates are gathered and first selected by the International Office at sending institution. Then, the best candidates are being assessed by the University of Lodz in order to select the grantee/-s.	

⁹ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

Motivation letter	<p>A student has to:</p> <ul style="list-style-type: none"> • describe why she/he should win the scholarship; show their passions, interests, hobbies; • list any voluntary work at the University or in a different institution, local community etc.; • describe their international experience and achievements if they have any; • describe their background; • mention if they belong to a disadvantaged or vulnerable group (confirmed with an appropriate document). 	
Inclusion measures ¹⁰	<p>Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide)</p> <p>To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.</p> <ul style="list-style-type: none"> • Barriers linked to education and training systems • Cultural differences: • Economic barriers • Social barriers: • Geographical barriers • Health problems • Disabilities 	
Other	<p>Certificate of student status from home university</p> <p>Scanned copy of the last certificate or degree obtained – e.g. high school certificate, BA diploma, or MA diploma</p>	

¹⁰ You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

6. Preparation and support

The Higher Education Institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the [Erasmus+ Student Charter](#)¹¹.
- Arrange travels or provide pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.
- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including, if necessary, a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g., by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

¹¹ The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	University of Lodz	creditmobility@uni.lodz.pl Phone: 48 42 635 47 90	https://www.uni.lodz.pl/en/mobility-accommodation The University of Lodz can offer rooms in dormitories on Campus. Priority is given to students who submit their application on time.
Accommodation	Luhansk Taras Shevchenko National University	International.lnu@gmail.com +38066-294-1570	https://luguniv.edu.ua/?page_id=51869&lang=en SI "Luhansk Taras Shevchenko National University" can offer rooms in dormitories on Campus (rented premises of Poltava University of Economics and Trade)
Language Support	University of Lodz		https://www.uni.lodz.pl/en/prospective-student-zone
Language Support	Luhansk Taras Shevchenko National University	International.lnu@gmail.com +38066-294-1570	https://www.iiestudy.online/
Visa	University of Lodz	creditmobility@uni.lodz.pl Phone: 48 42 635 47 90	https://www.uni.lodz.pl/en/prepare-for-arrival Erasmus+ KA171 students should apply for a national (D-type) visa for the whole period of mobility including travel days. The Host institution will help the participant, within its abilities, in the process of visa application. If it is required Host University will send original acceptance letter for students via to their Home University
Visa	Luhansk Taras Shevchenko National University	International.lnu@gmail.com +38066-294-1570	https://studyinukraine.gov.ua/how-to-apply/visas/ Students from countries which require a visa or have signed an agreement on a visa-free period of up to 90 days (tourist, private and business travel) shall apply for a long stay visa (type D) to Ukraine, which allows you to stay in Ukraine longer than 90 days.

Insurance	University of Lodz	creditmobility@uni.lodz.pl Phone: 48 42 635 47 90	https://www.uni.lodz.pl/en/prepare-for-arrival The University of Lodz requires a valid medical insurance for the period of student's stay in Lodz. European Health Insurance Card or other medical insurance written/translated into English or Polish are accepted.
Insurance	Luhansk Taras Shevchenko National University	International.lnu@gmail.com +38066-294-1570	SI "Luhansk Taras Shevchenko National University" requires a valid medical insurance for the period of student's stay in Poltava. European Health Insurance Card or other medical insurance written/translated into English or Ukrainian are accepted.
Inclusion of participants with fewer opportunities	University of Lodz	Academic Support Centre of the University of Lodz	https://www.uni.lodz.pl/en/student-zone/support/academic-support-centre
Inclusion of participants with fewer opportunities	Luhansk Taras Shevchenko National University	LTSNU Institute of International Education	https://www.iiestudy.online/
Mentoring	University of Lodz	Erasmus Student Network	https://lodz.esn.pl/
Mentoring	Luhansk Taras Shevchenko National University	LTSNU Institute of International Education	https://www.iiestudy.online/
Grant payments	University of Lodz	International Relations Office creditmobility@uni.lodz.pl Phone: 48 42 635 47 90	
Alumni information	University of Lodz		https://www.uni.lodz.pl/en/graduate-zone
Alumni information	Luhansk Taras Shevchenko		https://luguniv.edu.ua/?page_id=51869&lang=en

	National University		
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7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

PL LODZ01: <https://education.ec.europa.eu/education-levels/higher-education/inclusive-and-connected-higher-education/european-credit-transfer-and-accumulation-system>

- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - 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.
 - Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#)¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
University of Lodz		https://www.uni.lodz.pl/en/your-mobility Transcript of Records will be sent by post to the sending institution if required (student will receive a scan before it is sent.) ECTS system: Description of the local grading scale:

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

		<p>5. bdb (very good); 4+ db+ (better than good); 4 db (good); 3+ dst+ (better than satisfactory); 3 dst (satisfactory); 2 ndst (unsatisfactory)</p> <p>ECTS grade:</p> <p>A EXCELLENT – outstanding performance = bdb</p> <p>B VERY GOOD – above the average standard but with some errors = db+</p> <p>C GOOD – generally sound work with a number of notable errors = db</p> <p>D SATISFACTORY – fair but with significant shortcomings = dst+</p> <p>E SUFFICIENT – performance meets the minimum criteria = dst</p> <p>F FAIL – some more work required before the credit can be awarded; considerable further work required = ndst</p>
<p>Luhansk Taras Shevchenko National University</p>		<p>Transcript of Records will be sent by post to the sending institution if required (student will receive a scan before it is sent.)</p> <p>ECTS system:</p> <p>A – Excellent – 90–100</p> <p>B – Very good – 83–89</p> <p>C – Good - 75–82</p> <p>D – Satisfactory – 63–74</p> <p>E – Sufficient – 50–62</p> <p>F/FX – Fail – 0–49</p>

9. Any other information regarding the terms of the agreement (optional)

10. Termination of the agreement

In the event that the sides of the present agreement fail to perform any obligations resulting from it or breach its conditions, the other partner may terminate this agreement. In the event of unilateral termination, a notice of at least one academic year should be given. The termination will not affect the students, who shall be permitted to complete the program under the terms and conditions of the agreement.

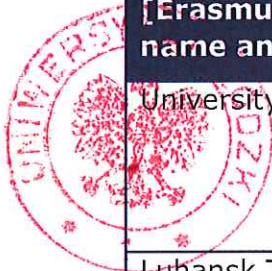
In case of force majeure, a party that is faced with it, shall inform the other party without delay in writing, stating the nature, probable duration and foreseeable effects. Force majeure shall mean any unforeseeable exceptional situation or event beyond the parties' control, which prevents either of them from fulfilling any of their obligations under this agreement. Such situation cannot be the effect of error or negligence on their part and is impossible to overcome in spite of due diligence. The occurrence resulting from force majeure will not be considered as the breach of the agreement.

Neither the European Commission nor the National Agencies can be held responsible in case of a conflict. The partners attempt to resolve amicably disputes and misunderstandings that might arise during the project implementation. In case the rapport cannot be reached, Polish law and court of jurisdiction applies.

Any changes to the present agreement shall be made in writing and enter into force only if accepted and signed by both partners.

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
University of Lodz	Prof. Łukasz Bogucki Vice-Rector for International Relations	2024-02-20	PROREKTOR UNIWERSYTETU ŁÓDZKIEGO DS. WSPÓŁPRACY Z ZAGRANICĄ <i>prof. dr hab. Łukasz Bogucki</i>
Luhansk Taras Shevchenko National University	Professor Olena KARAMAN Rector	15.02.2024	<i>[Signature]</i>



¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation