



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

Inter-institutional¹ agreement 2018-20
between institutions from
Programme and Partner Countries²

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ³	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
National Technical University of Ukraine "Igor Sikorsky Kyiv Polytechnic Institute" Ukraine	KYIV	Ms Olesia Lubianova Head of Academic Mobility Office 37, Peremohy Ave. 31 building, office 1-14 Kyiv 03056, Ukraine Tel. :+38 044 204 99 55 e-mail : o.lubianova@kpi.ua	www.kpi.ua http://mobilnist.kpi.ua/en
THE UNIVERSITY OF	UK	Mr Vishwesh Kulkarni Assistant Professor	www.warwick.ac.uk

¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

³ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁴ Contact details to reach the senior officer in charge of this agreement.

WARWICK, a company incorporated by Royal Charter RC000678, whose administrative offices are at University House, Kirby Corner Road, Coventry, CV4 8UW, UK	COVENTR01	School of Engineering Library Road University of Warwick Coventry CV4 7AL Tel: +44 2476 524806 Email: v.kulkarni@warwick.ac.uk	
[...]			

B. Mobility numbers⁵ 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 or city of the sending institution]	TO [Erasmus code or city 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	Student Mobility for Traineeships
KYIV	UK COVENTR01		engineering, electronics, computer science, information technology, biomedical applications, bioengineering, engineering management	MSc PhD	4 in Year 1 2 in Year 1, 4 in Year 2 Total duration: 46 months	None

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

UK COVENTR01	KYIV		engineering, electronics, computer science, information technology, biomedical applications, bioengineeri ng, engineering management	PhD	1 in Year 1, 4 in Year 2 Total duration: 24 months	None
-----------------	------	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----	----------------------------------------------------------------	------

[*Optional: subject area code & name and study cycle are optional.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Sub ject are a cod e * [ISC ED]	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 *
KYIV	UK COVENTR01		engineering, electronics, computer science, information technology, biomedical applications, bioengineering , engineering management	2 in Years 1 & 2 Duration (excl. travel): 24 days	6 in Years 1 & 2 Duration (excl. travel): 72 days
UK COVENTR0 1	KYIV		engineering, electronics, computer science, information technology, biomedical applications, bioengineering , engineering management	2 in Year 1, Duration (excl. travel): 39 days	4 in Year 1, 1 in Year 2 Duration (excl. travel): 97 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 or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
KYIV		Ukrainian/Russian	English	B1	B2
UK COVENTR01		English		B2 (IELTS 6.5)	B2

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students 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.

⁶ 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>

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- 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 enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Additional requirements

- The University of Warwick has the infrastructure to welcome staff and students with disabilities.

F. Calendar

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

Receiving institution [Erasmus code or city]	Autumn term* [month]	Spring term* [month]
KYIV	31st May	31st October
UK COVENTR01	31 st May	30 th September

2. The receiving institution will send its decision within four weeks.
3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

Without prejudice to any other right or remedy, either party may terminate this agreement at any time by notice in writing to the other party:

if the other party is in material breach of this agreement and the breach is not remedied within 30 days of the other party receiving notice of it; or

if the other party becomes insolvent, or takes or suffers any similar or analogous action in any other jurisdiction.

Either party may terminate this agreement by notice in writing to the other party of at least one (1) academic year (i.e. a decision to discontinue the exchanges notified to the other party by 1 September 2019 will only take effect as of 1 September 2020).

Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information

1. Grading systems of the institutions

Receiving institution		
<p>-----</p> <p>-----</p> <p>-----</p> <p>-----</p>		
<p>National Technical University of Ukraine "Igor Sikorsky Kyiv Polytechnic Institute"</p>		
<p>In accordance with Performance Appraisal Rating System Regulation at Igor Sikorsky KPI 100 – point grading scale is confirmed.</p>		
<p>Passing grades are A – Excellent, B – Very Good, C – Good, D – Satisfactory, E – Sufficient.</p>		
Mark	ECTS grade	National grade (exam/grading test)
95...100	A - excellent	excellent
85...94	B – very good	very good
75...84	C - good	good
65...74	D - satisfactory	satisfactory
60...64	E - satisfactory (satisfy minimum criteria)	sufficient
<p>Failure grades are Fx – Unsatisfactory, F - Fail (additional work is required). In case of "Unsatisfactory" student is required to retake the exam.</p>		
Mark	ECTS grade	National grade exam/grading test)
Less than 60	Fx - Unsatisfactory	Unsatisfactory

Non performing	F - Fail (additional work is required)	Unaccepted
<p>University of Warwick, Coventry:</p> <p>Marking scheme for Taught Postgraduate Programmes in the Faculty of Science: https://warwick.ac.uk/services/aro/dar/quality/categories/examinations/marking/pgt/sciencecriteria/</p> <p>Other marking schemes: https://warwick.ac.uk/services/aro/dar/quality/categories/examinations/marking/</p>		

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 or city]	Contact details (email, phone)	Website for information
KYIV	Center of International Education e-mail: cmo-nabor@kpi.ua	http://istudent.kpi.ua/en/vstup/poluchit-priglasenie.html http://istudent.kpi.ua/en/kampus/oformlenie-udostovereniya.html
UK COVENTR01	SAT, School of Engineering Email:engineeringhr@warwick.ac.uk Tel: +44 2476 523359	https://warwick.ac.uk/study/studyabroad

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 or city]	Contact details (email, phone)	Website for information
KYIV	Center of International Education e-mail: cmo-nabor@kpi.ua	http://istudent.kpi.ua/en/kampus/medicinskoe-obsluzhivanie.html
UK COVENTR01	SAT, School of Engineering Email:engineeringhr@warwick.ac.uk Tel: +44 2476 523359	https://warwick.ac.uk/study/studyabroad



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 or city]	Contact details (email, phone)	Website for information
KYIV	Center of International Education e-mail: cmo-nabor@kpi.ua	http://istudent.kpi.ua/en/kampus/prozhivanie.html
UK COVENTR01	SAT, School of Engineering Email:engineeringhr@warwick.ac.uk Tel: +44 2476 523359	https://warwick.ac.uk/study/studyabroad

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁷
National Technical University of Ukraine "Igor Sikorsky Kyiv Polytechnic Institute" KYIV	Prof. Petro Kyrychok The Vice-Rector of Students' Affairs	<i>01/03/2019</i>	
THE UNIVERSITY OF WARWICK , a company incorporated by Royal Charter RC000678, whose administrative offices are at University House, Kirby Corner Road, Coventry, CV4 8UW, UK	Mr Andrew Smith, Finance Director,	<i>05.03.2019</i>	

⁷ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

Handwritten signature