



Erasmus+

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

**Inter-institutional agreement 2021-2023**  
**between institutions from**  
**Programme and Partner 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 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**

<b>Full name of the institution / country</b>	<b>Erasmus code or city</b>	<b>Contact details (email, phone)</b>	<b>Website (e.g. of the course catalogue)</b>
<b>Jagiellonian University in Krakow (JU)</b>	PL KRAKOW01	<b>Małgorzata Woźniak</b> Institutional Erasmus+ Coordinator Incoming and Outgoing Students Coordinator e-mail: <a href="mailto:erasmus@uj.edu.pl">erasmus@uj.edu.pl</a> phone: +48 12 663 2676 address: ul. Ingardena 6 30-060 Kraków, Poland  <b>Jan Beszlej</b> Incoming and Outgoing Staff Coordinator Erasmus+ Agreements Coordinator e-mail: <a href="mailto:jan.beszlej@uj.edu.pl">jan.beszlej@uj.edu.pl</a> phone: 12 663 1110 address: ul. Czapskich 4 31-110 Kraków, Poland  <b>Izabela Zawiska</b> Incoming and Outgoing Staff Coordinator Erasmus+ Agreements Coordinator e-mail: <a href="mailto:izabela.zawiska@uj.edu.pl">izabela.zawiska@uj.edu.pl</a> tel. +48 12 663 3013 address: ul. Czapskich 4 31-110 Kraków, Poland	<b>General University page:</b> <a href="http://www.uj.edu.pl/en">www.uj.edu.pl/en</a>  <b>Course offer</b> <a href="https://internationalstudents.uj.edu.pl/courseoffer">https://internationalstudents.uj.edu.pl/courseoffer</a>  <a href="https://international.iro.uj.edu.pl/">https://international.iro.uj.edu.pl/</a>

Full name of the institution / country	Erasmus code or city	Contact details (email, phone)	Website (e.g. of the course catalogue)
St. Petersburg University	ST. PETERSBURG	Anna Porodina, Erasmus + Institutional Coordinator a.porodina@spbu.ru +7(812)3240888  For incoming students: Ms Ekaterina Petryanina e.petryanina@spbu.ru +7(812)3287562  Staff Exchange Coordinator: Ms. Julia Ditmar j.ditmar@spbu.ru +7 (812)3240888	<a href="https://english.spbu.ru/">https://english.spbu.ru/</a> For students: <a href="http://ifea.spbu.ru/en/sep">http://ifea.spbu.ru/en/sep</a> <a href="http://ifea.spbu.ru/en/non-degree/academic-offer">http://ifea.spbu.ru/en/non-degree/academic-offer</a>  For staff: <a href="http://ifea.spbu.ru/en/research-in-spsu">http://ifea.spbu.ru/en/research-in-spsu</a>

**B. Mobility numbers to be implemented in the mobility period (spring term 2020/2021 or autumn term 2021/2022 or spring term 2021/2022 or autumn term 2022/2023 or spring term 2022/2023 till July 30, 2023)**

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 <sup>st</sup> 2 <sup>nd</sup> or 3 <sup>rd</sup> ] * [	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships * [
PL KRAKOW 01	ST. PETERSBURG	-	All subject areas	1 <sup>st</sup> or 2 <sup>nd</sup> or 3 <sup>rd</sup>	1 x 5 months	-

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name * [total number of days of teaching periods or average duration *]	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
PL KRAKOW 01	ST. PETERSBURG	-	All subject areas	2 x 5 days	-
ST. PETERSBURG	PL KRAKOW 01	-	All subject areas	1 x 5 days	-

\* Optional: subject area code & name and study cycle are optional. All subject areas.

\*\* Staff and student mobility within the area of Medicine (and related sciences) has to be agreed upon separately, there is no guarantee that they can be implemented at the Jagiellonian University.

### 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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL KRAKOW01	All subject areas*,**	English	Polish	B2	C1
ST. PETERSBUR G	All subject areas*,**	Russian/ English	English	Russian B2 – for Russian taught programmes  English B2 – for English taught programmes	Russian B2 OR English B2

In individual cases the language of instruction may be different from the languages indicated in the table above and be determined by mutual consent between the parties. For more details on the language of instruction recommendations, see the course catalogue of each institution (links provided on the first page).

#### **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](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.

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 organizational 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. Financial support**

<b>Receiving institution</b> [Erasmus code or city]		<b>Individual support</b>	<b>Travel</b> (according to distance calculator)
Incoming to PL KRAKOW01	Staff	140€ per day	275€
Incoming to ST. PETERSBURG	Students	700€ per month	275€
	Staff	180€ per day	275€

The JU undertakes to administer all payments for all participants.

Mobile participants are provided with the financial support in accordance with the principles set forth in the Grant Agreement.

Mobile participants incoming to the JU will receive the financial support in full, including travel costs, after their arrival at the JU.

## **F. Additional requirements**

### **1. Related to incoming and outgoing students:**

The sending institution should nominate candidates. The number of nominated candidates in every type of mobility should correspond to (not exceed) the number indicated in the Agreement.

The sending institution should establish its own criteria of selection, however, the first criterion should be academic merit (GPA, science achievements), but with equivalent academic level, preference should be assigned to students from less advantaged socio-economic backgrounds.

The following additional criteria should be taken into consideration in the process of selection:

- language skills,
- candidate's motivation,
- candidate's personal attributes to carry out study abroad.

## **2. Related to incoming students (the JU as a receiving institution):**

The nominations of selected candidates should be submitted to the JU's Institutional Erasmus+ Coordinator via email ([erasmus@uj.edu.pl](mailto:erasmus@uj.edu.pl)) within the deadline specified in G1 (Calendar).

The nomination should consist of the following documents and information:

- Candidate's personal details (name and surname, date of birth, gender, e-mail address, level of study, field of study and Faculty/Institute at the JU where the mobility is to be implemented)
- Language Certificate (at least B2) or Language Proficiency Form (related to the selected courses' language of instruction at the receiving institution),
- the sending institution's ranking list,
- the sending institution's criteria of selection.

The selected candidates should submit student application to the JU's Institutional Erasmus+ Coordinator via email ([erasmus@uj.edu.pl](mailto:erasmus@uj.edu.pl)) within 2 weeks after the expiry of the above-mentioned deadline (G1).

The student application should consist of the following scanned documents:

- online application for short-term studies (completed, signed and stamped by the sending institution) – available at: <https://www.incomingstudents.uj.edu.pl/>

The JU will send its decision within the deadline specified in G3 (Calendar). An acceptance letter is issued provided the JU's faculty/institute has accepted the candidate.

No later than 2 weeks before the start date of the mobility period, the mobile participant is obliged to provide the JU's Erasmus+ Incoming and Outgoing Students Coordinator with the following documents (via post):

- Learning Agreement for Studies signed by the participant and the sending institution, previously approved by the JU,
- a copy of participant's health and accident insurance coverage,

Before the start date of the mobility period, the Participant shall deliver the original copy of the signed and stamped Learning Agreement for Studies to the Erasmus+ Incoming and Outgoing Students Coordinator. After the document has been submitted, the Participant Grant Agreement will be signed.

## **3. Related to outgoing students (the JU as a sending institution):**

The nominations of selected candidates should be submitted to the receiving institution's coordinator Ms. Ekaterina Petryanina via email [e.petryanina@spbu.ru](mailto:e.petryanina@spbu.ru) within the deadline specified in G1 (Calendar).

The nomination should consist of the following documents:

- Candidate's GPA
- Language Certificate (at least B2).

The receiving institution will accept students nominated by the JU provided they meet the requirements set forth in the Agreement.

Applications for student mobility must be submitted through online application form - [https://regforms.spbu.ru/ru/?option=com\\_rsform&view=rsform&formId=488](https://regforms.spbu.ru/ru/?option=com_rsform&view=rsform&formId=488)

- List of required application documents can be found at <http://ifea.spbu.ru/en/sep>

The receiving institution will send its decision within the deadline specified in G3 (Calendar).

The receiving institution should sign the Learning Agreement for Studies and provide the JU's Erasmus+ Incoming and Outgoing Students Coordinator with the scanned document without undue delay. Before the start date of the mobility period, the receiving institution will send one copy of the original document to the JU's Erasmus+ Incoming and Outgoing Students Coordinator via post.

Before the start date of the mobility period the participant is obliged to provide the JU's Erasmus+ Incoming and Outgoing Students Coordinator with the following documents:

- The Participant Grant Agreement signed by the participant (in two copies),
- a copy of participant's health and accident insurance coverage.

The Grant Agreement may be signed no sooner than the JU's Erasmus+ Incoming and Outgoing Students Coordinator is provided with the scanned Learning Agreement by the receiving institution.

#### **4. Related to incoming and outgoing staff:**

The sending institution should nominate candidates. The number of nominated candidates in every type of mobility should correspond to (not exceed) the number indicated in the Agreement. Subsequently, the receiving institution confirms the possibility of the candidate's arrival.

The sending institution should establish its own criteria of selection; however, the process of selection should be based on the assessment of the substantive value of a mobility programme.

The substantive value of the mobility programme should be assessed by evaluating: overall objectives of the mobility,

- a) added value of the mobility,
- b) content of the teaching or training programme,
- c) expected outcomes and impact of the mobility.

Principles including transparency of selection and equal opportunities and promotion of participation of disadvantaged persons should be observed.

Selection criteria and ranking list of candidates should be sent to JU's Erasmus+ Incoming and Outgoing Staff Coordinator ([izabela.zawiska@uj.edu.pl](mailto:izabela.zawiska@uj.edu.pl)) along with the nominations of staff selected to visit the Jagiellonian University no later than the deadline specified in G2 (Calendar).

Nominations sent to JU should include the following scanned documents:

- application form signed by the candidate and the person responsible at sending institution (available at: <http://www.erasmus.dwm.uj.edu.pl/teaching-and-training-staff> ),
- Mobility Agreement–Staff Mobility for Teaching or Mobility Agreement–Staff Mobility for Training with proposed mobility programme,
- preliminary invitation from JU unit of faculty member.

Nominations of selected candidate to visit the St. Petersburg University should be sent to the receiving institution's coordinator via e-mail [j.ditmar@spbu.ru](mailto:j.ditmar@spbu.ru) no later than the deadline specified in table G2 (Calendar).

Nominations sent to [j.ditmar@spbu.ru](mailto:j.ditmar@spbu.ru) should include:

- Staff Exchange Application Form (will be sent to each participant by the SPbU Erasmus+ Staff Exchange Coordinator after nomination);
- Scanned copy of travelling passport (passport must be valid at least six months after the end of the exchange);
- Mobility Agreement (completed and signed by the participant and the sending institution)

The receiving institution will send its decision within the deadline specified in G3 (Calendar).

### **A. Incoming Teaching Mobility**

This activity offers the possibility for lecturers to visit partner university for teaching purposes. Academic teachers are allowed to deliver lectures at the Jagiellonian University and the St. Petersburg University in disciplines specified in the Table B. *Mobility numbers to be implemented in the mobility period*. Visits of participants in the area of Medicine have to be agreed separately, there is no guarantee that they will be hosted at the Jagiellonian University.

Candidates and their fields of study are selected by a sending university during the selection procedure.

All academic teachers are required to deliver at least 8 hours of lectures.

A receiving institute/faculty may require additional documents covering candidates' academic achievements

### **B. Incoming Training Mobility**

The Erasmus+ programme promotes the mobility of teaching, administrative and other non-teaching staff at higher education institutions, enabling them to visit a partner higher education institution for the purpose of receiving training.

The purpose of the training is to allow participants to learn from a partner institution through a transfer of knowledge or exchange of experiences and good practices, and thereby to acquire practical skills relevant for their current job and their professional development.

Training mobility will be arranged in two ways, based on the receiving institution's choice:

- organised staff training week – an organised week for participants from multiple countries, if planned for the upcoming academic year,
- individual staff training week – individual visits to corresponding administrative offices.

The activities can be varied and include seminars, workshops, courses, periods of practical training and job shadowing.

#### **5. Related to incoming staff (JU as a receiving institution):**

No later than two weeks before the start date of the mobility period, a mobile participant is obliged to provide the JU's Erasmus+ Incoming and Outgoing Staff Coordinator with the following documents (via post):

- Mobility Agreement Staff Mobility for Teaching or Mobility Agreement Staff Mobility for Training signed by the participant and the sending institution, previously approved by the JU (in two copies),
- The Participant Grant Agreement signed by the incoming participant (in three copies).

Before the start date of the mobility period, the JU will sign the Mobility Agreement and the Grant Agreement and send the scanned Mobility Agreement to the sending institution.

The participant will receive the above-mentioned original documents during the mobility period. The participant should provide the sending institution with one copy of the Mobility Agreement after the mobility period.

#### **6. Related to outgoing staff (the JU as a sending institution):**

No later than two weeks before the start date of the mobility period, an outgoing participant is obliged to provide the receiving institution with the Staff Mobility for Teaching Mobility Agreement or Staff Mobility for Training Mobility Agreement signed by the participant and the JU, previously approved by the receiving institution.

The receiving institution should sign the Mobility Agreement and provide the JU's Erasmus+ Incoming and Outgoing Staff Coordinator with the scanned document without undue delay.

Before the start date of the mobility period the outgoing participant is obliged to conclude the Participant Grant Agreement with the JU (in two copies).

The Grant Agreement may be signed no sooner than the JU's Erasmus+ Incoming and Outgoing Staff Coordinator is provided with the scanned Mobility Agreement signed by the receiving institution.

#### **7. Organisational support:**

The St. Petersburg University will receive the following funds for each implemented mobility:

- 50 EUR for a mobile participant incoming to the JU,
- 75 EUR for a mobile participant incoming to the St. Petersburg University

Details concerning the money transfer:

St. Petersburg University	
Bank account number:	40501978939000000004
Name of the account holder:	Saint -Petersburg State University
Name of the bank:	JSC VTB BANK
Branch:	OPERU BRANCH
Address of the bank:	Degtyarnyy Pereulok, 11a, Saint Petersburg, 191144, Russia
BIC (SWIFT CODE):	VTBRRUM2NWR

The organizational support will be transferred into the St. Petersburg University account after the planned mobilities have been implemented, i.e. at the end of the mobility period.

#### **G. Calendar**

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

<b>Receiving institution</b> [Erasmus code or city]	<b>Spring term</b> [month]	<b>Autumn term</b> [month]
PL KRAKOW01	15 November	15 April
ST. PETERSBURG	For students: No later than May 1st	For students: No later than October 10th

2. Application/information on nominated staff must reach the receiving institution by:

<b>Receiving institution</b> [Erasmus code or city]	<b>Spring term</b> [month]	<b>Autumn term</b> [month]
PL KRAKOW01	20 February (can be flexible)	20 October (can be flexible)
ST. PETERSBURG	For staff: No later than 2 months before mobility starts	For staff: No later than 2 months before mobility starts

3. The receiving institution will send its decision within 5 weeks from the application deadline.
4. 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.
5. The receiving institution will issue signed and stamped Certificate of Attendance for each staff member on the last day of the mobility, which is the final certificate of participation in the Programme.

## 6. Termination of the Agreement:

Both Institutions acknowledge the fact that neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

The present Agreement can be terminated by the mutual consent of both Institutions. The mobility commenced before the termination of the Agreement should be continued until its completion.

## 7. Amendments to the Agreement:

Any amendment to the present Agreement requires an annex in a written form, under the pain of nullity, except from the following sections: A, G1-G3, H1-H5 which shall be subject to amendments with the mutual consent of both Institutions.

## **H. Information**

### 1. Academic Calendars

- a) Academic Calendar of the Jagiellonian University  
[http://www.en.uj.edu.pl/en\\_GB/studying/academic-calendar](http://www.en.uj.edu.pl/en_GB/studying/academic-calendar)
- b) Academic Calendar of the St. Petersburg University  
<https://ifea.spbu.ru/en/sep.html>

### 2. Grading systems of the institutions

- a) Jagiellonian University grading system

ECTS grade	Local grade	Local definition
F, X	2	Fail
E	3	Satisfactory
D	3,5	Satisfactory Plus
C	4	Good
B	4,5	Good Plus
A	5	Very Good

- b) St. Petersburg University grading system

ECTS grade	Percentage, %	Score	Mark Russian-in words	Mark English-in words
A	90-100	5.0	ОТЛИЧНО	EXCELLENT Outstanding performance

B	80-89	4.5	ХОРОШО	VERY GOOD Above the average standard, but with some errors
C	70-79	4.0	ХОРОШО	GOOD In accordance with the average standard, but with some errors
D	61-69	3.5	УДОВЛЕТВОРИТЕЛЬНО	SATISFACTORY Fair, but with significant shortcomings
E	50-60	3.0	УДОВЛЕТВОРИТЕЛЬНО	SUFFICIENT Satisfactory, but improvement is necessary
F	0-49	2.0	НЕУДОВЛЕТВОРИТЕЛЬНО	FAILED Substantial improvement is necessary; requirement of further work

### 3. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will issue a certificate concerning the candidate's acceptance in the mobility programme or a letter of acceptance, for visa purposes, without undue delay.

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
PL KRAKOW01	<b>Małgorzata Woźniak</b> Institutional Erasmus+ Coordinator Incoming and Outgoing Students Coordinator e-mail: <a href="mailto:erasmus@uj.edu.pl">erasmus@uj.edu.pl</a> phone: +48 12 663 2676 address: ul. Ingardena 6 30-060 Kraków, Poland	Ministry of Foreign Affairs website: <a href="http://www.msz.gov.pl/en/travel_to_poland/entering_poland/">http://www.msz.gov.pl/en/travel_to_poland/entering_poland/</a> <a href="http://www.msz.gov.pl/en/travel_to_poland/visa">http://www.msz.gov.pl/en/travel_to_poland/visa</a>

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
	<p><b>Jan Beszlej</b>  Incoming and Outgoing Staff Coordinator  Erasmus+ Agreements Coordinator  e-mail: <a href="mailto:jan.beszlej@uj.edu.pl">jan.beszlej@uj.edu.pl</a>  phone: 12 663 1110  address: ul. Czapskich 4  31-110 Kraków, Poland</p> <p><b>Izabela Zawiska</b>  Incoming and Outgoing Staff Coordinator  Erasmus+ Agreements Coordinator  e-mail: <a href="mailto:izabela.zawiska@uj.edu.pl">izabela.zawiska@uj.edu.pl</a>  tel. +48 12 663 3013  address: ul. Czapskich 4  31-110 Kraków, Poland</p>	
ST. PETERSBURG	<p>For incoming students:</p> <p>Ms Ekaterina Petryanina  e.petryanina@spbu.ru  +7(812)3287562</p> <p>Staff Exchange Coordinator:</p> <p>Ms. Julia Ditmar  j.ditmar@spbu.ru  +7 (812) 324 08 88</p>	<a href="http://spbu.ru">http://spbu.ru</a> <a href="http://ifea.spbu.ru/en/sep">http://ifea.spbu.ru/en/sep</a>  <a href="http://ifea.spbu.ru/en/research-in-spu">http://ifea.spbu.ru/en/research-in-spu</a>

#### 4. Insurance

Mobile participants are required to hold comprehensive health and accident insurance valid in the country of the receiving institution throughout the mobility period or their stay thereof. Sending institution will ensure that its exchange participants have a comprehensive health and accident insurance that are valid throughout their stay at the Host University.

The JU do not provide incoming participants with any health and accident insurance coverage.

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Jagiellonian University will not be held responsible for any accidents, disease, damage, or other cost-related events which may occur in relation to the Agreement.

Information and assistance can be provided by the following contact points and information sources:

<b>Institution</b> [Erasmus code or city]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
PL KRAKOW01	<p><b>Małgorzata Woźniak</b>            Institutional Erasmus+ Coordinator            Incoming and Outgoing Students Coordinator            e-mail: <a href="mailto:erasmus@uj.edu.pl">erasmus@uj.edu.pl</a>            phone: +48 12 663 2676            address: ul. Ingardena 6            30-060 Kraków, Poland</p> <p><b>Jan Beszlej</b>            Incoming and Outgoing Staff Coordinator            Erasmus+ Agreements Coordinator            e-mail: <a href="mailto:jan.beszlej@uj.edu.pl">jan.beszlej@uj.edu.pl</a>            phone: 12 663 1110            address: ul. Czapskich 4            31-110 Kraków, Poland</p> <p><b>Izabela Zawiska</b>            Incoming and Outgoing Staff Coordinator            Erasmus+ Agreements Coordinator            e-mail: <a href="mailto:izabela.zawiska@uj.edu.pl">izabela.zawiska@uj.edu.pl</a>            tel. +48 12 663 3013            address: ul. Czapskich 4            31-110 Kraków, Poland</p>	<a href="https://erasmus.uj.edu.pl/en_GB/incoming/ka107">https://erasmus.uj.edu.pl/en_GB/incoming/ka107</a> <a href="https://international.iro.uj.edu.pl/">https://international.iro.uj.edu.pl/</a>
ST. PETERSBURG	<p>For incoming students:</p> <p>Ms Ekaterina Petryanina  <a href="mailto:e.petryanina@spbu.ru">e.petryanina@spbu.ru</a>            +7(812)3287562</p> <p>Staff Exchange Coordinator:</p> <p>Ms. Julia Ditmar  <a href="mailto:j.ditmar@spbu.ru">j.ditmar@spbu.ru</a>            +7 (812) 324 08 88</p>	<a href="http://spbu.ru">http://spbu.ru</a> <a href="http://ifea.spbu.ru/en/sep">http://ifea.spbu.ru/en/sep</a>  <a href="http://ifea.spbu.ru/en/research-in-spu">http://ifea.spbu.ru/en/research-in-spu</a>

## 5. Housing

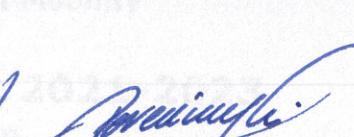
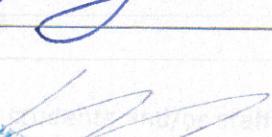
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

The Jagiellonian University will not be responsible for finding and booking accommodation, travel arrangements nor transportation from the airport for the incoming participants. The sending university will inform their staff about this disclaimer.

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
PL KRAKOW01	<p><b>Małgorzata Woźniak</b>            Institutional Erasmus+ Coordinator            Incoming and Outgoing Students            Coordinator            e-mail: <a href="mailto:erasmus@uj.edu.pl">erasmus@uj.edu.pl</a>            phone: +48 12 663 2676            address: ul. Ingardena 6            30-060 Kraków, Poland</p> <p><b>Jan Beszlej</b>            Incoming and Outgoing Staff Coordinator            Erasmus+ Agreements Coordinator            e-mail: <a href="mailto:jan.beszlej@uj.edu.pl">jan.beszlej@uj.edu.pl</a>            phone: 12 663 1110            address: ul. Czapskich 4            31-110 Kraków, Poland</p> <p><b>Izabela Zawiska</b>            Incoming and Outgoing Staff Coordinator            Erasmus+ Agreements Coordinator            e-mail: <a href="mailto:izabela.zawiska@uj.edu.pl">izabela.zawiska@uj.edu.pl</a>            tel. +48 12 663 3013            address: ul. Czapskich 4            31-110 Kraków, Poland</p>	<a href="https://erasmus.uj.edu.pl/web/erasmus-plus/incoming/dormitory">https://erasmus.uj.edu.pl/web/erasmus-plus/incoming/dormitory</a>
ST. PETERSBURG	<p>For incoming students:</p> <p>Ms Ekaterina Petryanina  <a href="mailto:e.petryanina@spbu.ru">e.petryanina@spbu.ru</a>            +7(812)3287562</p> <p>Staff Exchange Coordinator:</p> <p>Ms. Julia Ditmar  <a href="mailto:j.ditmar@spbu.ru">j.ditmar@spbu.ru</a>            +7 (812) 324 08 88</p>	<a href="http://spbu.ru">http://spbu.ru</a> <a href="http://ifea.spbu.ru/en/sep">http://ifea.spbu.ru/en/sep</a>  <a href="http://ifea.spbu.ru/en/research-in-spsu">http://ifea.spbu.ru/en/research-in-spsu</a>

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

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>1</sup>
JAGIELLONIAN UNIVERSITY (PL KRAKOW01)	Mgr Michał Bereziński, Legal representative of the Jagiellonian University	19.05.2021	
ST. PETERSBURG UNIVERSITY (ST. PETERSBURG)	Sergey Andryushin Vice-Rector for International Affairs	19.05.2021	 

Zastępca Kwestora  
(Głównego Księgowego)  
Uniwersytetu Jagiellońskiego  
*Janusz*  
mgr Marek Sokół

<sup>1</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

## Uczelniany Koordynator Programu ERASMUS +

M. Woźniak  
mgr Małgorzata Woźniak

## Dział Współpracy Międzynarodowej

### Samodzielny referent

mgr Jan Beszlej

Kierownik Działu  
Współpracy Międzynarodowej

Dr. Ing. Ivo Kohlmaier