



EUROPEAN UNION

Erasmus+  
Enriching lives, opening minds.

2021-2027

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

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

The institutions<sup>1</sup> 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:

- KA131
- KA171

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<sup>2</sup> and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR<sup>3</sup> and in line with the technical standards of the European Student Card Initiative<sup>4</sup>, 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.

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<sup>1</sup> 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.

<sup>2</sup> [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en)

<sup>3</sup> [https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en)

<sup>4</sup> [https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative\\_en](https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en)

## 1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city <sup>5</sup>	Contact details <sup>6</sup> (email, phone)	Websites
<b>UNIVERSITY OF OPOLE</b>	PL OPOLE01	<p><b>Institutional Erasmus+ Coordinator:</b> Karolina MŁOTEK, MA Office for Research and Project Management, University of Opole, 31 Grunwaldzka str. 45-054 Opole, Poland <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a></p> <p><b>Project Coordinators:</b> Michał Wanke, Ph.D. <a href="mailto:michal.wanke@uni.opole.pl">michal.wanke@uni.opole.pl</a> Philology Faculty pl. Kopernika 11, 45-040 Opole, Poland (at the same time Departmental Coordinator)</p> <p>Clara Kleininger-Wanik, MA <a href="mailto:clara.kleininger@uni.opole.pl">clara.kleininger@uni.opole.pl</a> Faculty of Social Sciences, Institute of Pedagogical Sciences, ul. Oleska 48, 45-052 Opole, Poland</p>	<p><b>For exchange students:</b> <a href="https://uni.opole.pl/en">https://uni.opole.pl/en</a> <a href="http://www.erasmusplus.uni.opole.pl">www.erasmusplus.uni.opole.pl</a></p> <p><b>Course Catalogue:</b> <a href="http://www.courses.uni.opole.pl">www.courses.uni.opole.pl</a></p> <p><b>Faculty/faculties:</b> <a href="https://wfil.uni.opole.pl/faculty-of-philology-2/">https://wfil.uni.opole.pl/faculty-of-philology-2/</a></p>
<b>LATIN AMERICAN FACULTY OF SOCIAL SCIENCES, ECUADOR</b>  <b>(FLACSO Ecuador)</b>	QUITO	<p><b>Subdirección Académica</b> Alfredo Santillán, Ph.D. <a href="mailto:subdireccionacademica@flacso.edu.ec">subdireccionacademica@flacso.edu.ec</a> Pradera E7-174 y Diego de Almagro, Quito, Ecuador, 170518</p> <p><b>Cooperation and Internationalization Office</b> Andrea Carrión, PhD <a href="mailto:acarrionh@flacso.edu.ec">acarrionh@flacso.edu.ec</a> Pradera E7-174 y Diego de Almagro,</p>	<p><b>General:</b> <a href="http://www.flacso.edu.ec">www.flacso.edu.ec</a></p> <p><b>Department:</b> <a href="http://www.flacso.edu.ec/departament/os/antropologia_historia_y_humanidades">www.flacso.edu.ec/departament/os/antropologia_historia_y_humanidades</a></p> <p><b>Program:</b> <a href="http://www.flacso.edu.ec/maestria_de_investigacion_en_antropologi_visual">www.flacso.edu.ec/maestria_de_investigacion_en_antropologi_visual</a></p>

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

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

		<p>Quito, Ecuador, 170518</p> <p><b>Project Coordinator:</b> Patricia Bermúdez, Ph.D <a href="mailto:pbermudez@flacso.edu.ec">pbermudez@flacso.edu.ec</a> Department of Anthropology, History and Humanities Program of Visual Anthropology San Salvador 290, FLACSO, Quito, Ecuador 170517</p>	<p><b>Course catalogue:</b> <a href="http://www.flacso.edu.ec/es/maestria">www.flacso.edu.ec/es/maestria</a> <a href="http://www.flacso.edu.ec/es/doctorado">http://www.flacso.edu.ec/es/doctorado</a></p>
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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. In case of later updates in the mobility data, the partners can also agree to accept informal communication means (e.g. exchanges of emails as written proof).

### Number of student and staff mobility periods

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (optional)*	Number of student mobility periods			
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
QUITO (FLACSO Ecuador)	PL OPOLE01	0314	Sociology and Cultural Studies	I, II	2 (1 with fewer opportunities)	10		

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
QUITO (FLACSO Ecuador)	PL OPOLE01	0314	Sociology and Cultural Studies	1	5 + 2 days for travel		

### 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 skills<sup>7</sup> at the start of the mobility period (see also section 5 “Preparation and Support”).

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]
PL OPOLE01	-	Polish	English (limited courses)	<b>B1 in English</b> recommended	<b>B2 in English</b> recommended
QUITO	-	Spanish	English (limited courses)	<b>B1 in Spanish</b> recommended or <b>B1 in English</b> recommended	<b>B2 in English</b> recommended

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

<sup>7</sup> 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>

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
OS Repartition according to the number of mobilities to be completed between institutions.  30% of 500 EUR (per each participant) will be transferred to partner university for organizational support of the mobilities (more details in section 9)	Selection of students and staff
	Facilitate the integration of incoming mobile participants in the HEI
	Linguistic and intercultural preparation provided to both incoming and outbound students and staff, complementary to the Erasmus+ Online Language Support
	Promote and manage the participation of individuals with fewer opportunities

## 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:

<b>Receiving institution</b> [Erasmus code or city]	<b>Term duration</b>	<b>Deadline<sup>8</sup></b>
PL OPOLE01	<p>Winter Term: from October 1<sup>st</sup> to mid-February (including exam session)</p> <p>Spring Term: from March 1<sup>st</sup> to mid-July (including exam session)<sup>9</sup></p>	<p><b>Winter term</b></p> <p>Nominations: May 30th</p> <p>Applications: June 30<sup>th</sup></p> <p><b>Spring term</b></p> <p>Nominations: October 30<sup>th</sup></p> <p>Applications: November 30<sup>th</sup></p>
QUITO (FLACSO Ecuador)	<p>FLACSO academic terms are organized in two-month modules; for each module students select courses and activities to develop for the training.</p> <p>Modules per months correspond to Winter/Summer terms as follows:</p> <p>Winter:</p> <p style="padding-left: 40px;">I October-December</p> <p style="padding-left: 40px;">II January-March</p> <p>Summer:</p> <p style="padding-left: 40px;">III March-May</p> <p style="padding-left: 40px;">IV May-July</p> <p style="padding-left: 40px;">V August-October</p>	<p>Two months before the module starts.</p> <p><b>Winter term</b></p> <p>Nominations: May 30th</p> <p>Applications: June 30<sup>th</sup></p> <p>Begin: October or January</p> <p><b>Spring term</b></p> <p>Nominations: October 30<sup>th</sup></p> <p>Applications: November 30<sup>th</sup></p> <p>Begin: March or May</p>

<sup>8</sup> Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

<sup>9</sup> There may be minor differences in term duration dates depending on the organisation of each academic year



The receiving institution will send its decision within 4 weeks and no later than 5 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:

<b>Application procedure</b>		
<b>Receiving Institution</b> [Erasmus code or city]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	<a href="http://www.erasmusplus.uni.opole.pl">www.erasmusplus.uni.opole.pl</a> <a href="https://uni.opole.pl/en">https://uni.opole.pl/en</a>
QUITO (FLACSO Ecuador)	Office of Department of Anthropology, History and Humanities Patricia Bermudez, PhD <a href="mailto:pbermudez@flacso.edu.ec">pbermudez@flacso.edu.ec</a> Tel.: (+593) 02 2946 800 ext.: 4000 Assistant: <a href="mailto:dasegoviafl@flacso.edu.ec">dasegoviafl@flacso.edu.ec</a>	<a href="http://www.flacso.edu.ec">www.flacso.edu.ec</a> <a href="http://www.flacso.edu.ec/departament/os/antropologia_historia_y_humanidades">www.flacso.edu.ec/departament/os/antropologia_historia_y_humanidades</a>

<b>Selection criteria</b>		
<i>Please sum up in this table the selection criteria. This is a non-exhaustive list – partners are invited to agree on the eventual list of selection criteria.</i>		
<b>Requirement</b>	<b>Details</b>	<b>Website for information (optional)</b>
Academic requirements	Number of ECTS credits (or equivalent) already completed by a student / current level of completion of studies	-

	EQF level of studies <sup>10</sup> (1 <sup>st</sup> year BA students are not allowed to take part in Student Mobility for Studies) Subject area (ISCED code) <sup>11</sup> – both in the case of a student and a staff participant	
CV	No specific requirements	-
Motivation letter	To be determined in the sending institution	-
Inclusion measures <sup>12</sup>	Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide) To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.	-
Other	Erasmus+ Mobility Agreement (Staff Mobility for Teaching/Training) accepted by sending institution in the case of staff participants	-

## 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](#)<sup>13</sup>.

<sup>10</sup> Short cycle (EQF level 5) / Bachelor or equivalent first cycle (EQF level 6) / Master or equivalent second cycle (EQF level 7) / Doctorate or equivalent third cycle (EQF level 8).

<sup>11</sup> The [ISCED-F 2013 search tool](#) available at [http://ec.europa.eu/education/international-standard-classification-of-education-isced\\_en](http://ec.europa.eu/education/international-standard-classification-of-education-isced_en) should be used to find the ISCED 2013 detailed field of education and training that is closest to the subject of the degree to be awarded to the student by the Sending Institution.

<sup>12</sup> 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](https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en)

<sup>13</sup> The Erasmus+ Student Charter is available here: [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en)

- Arrange travels or provide a 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.

The table serves as a template - the partners are free to adjust it, e.g. to add more measures, to replicate per partner HEI etc.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	<a href="http://www.kampus.uni.opole.pl">www.kampus.uni.opole.pl</a>  University of Opole offers to incoming students accommodation in one of the four dormitories located on the University campus.
Accommodation	QUITO (FLACSO Ecuador)	Cooperation and Internationalization Office Tel.: +593 2 294 6800 (ext. 2944) Email: <a href="mailto:ucp@flacso.edu.ec">ucp@flacso.edu.ec</a>  Student Welfare Office <a href="mailto:ckullauri@flacso.edu.ec">ckullauri@flacso.edu.ec</a>	<a href="#">FLACSO has a student residence that might be booked for incoming exchange students. There is limited availability, please notify accommodation requirements in advance.</a>  <a href="http://www.flacso.edu.ec/documentos_para_estudiantes">See more: www.flacso.edu.ec/documentos_para_estudiantes</a>
Language Support	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	University of Opole offers two language courses for incoming students: <ul style="list-style-type: none"> <li>• <i>Polish as a foreign language</i> (credited with 3 ECTS, component code: KZ-01-00-000001-E) to get the basis of Polish language in order to be able to function within local environment</li> <li>• Intensive course of <i>Academic English</i> (credited with 3 ECTS, component code: KZ-01-00-000002-E)</li> </ul>
Language Support	QUITO (FLACSO Ecuador)	Cooperation and Internationalization Office Tel.: +593 2 294 6800 (ext. 2944) Email: <a href="mailto:ucp@flacso.edu.ec">ucp@flacso.edu.ec</a>	FLACSO Ecuador offers courses for regular students: <ul style="list-style-type: none"> <li>• <i>Academic writing</i>: explores editorial processes related to the preparation and publication of scientific articles.</li> </ul> For more training courses see: <a href="https://www.flacso.edu.ec/es/cursos_de_formacion_continua">https://www.flacso.edu.ec/es/cursos_de_formacion_continua</a>
Visa	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	More information about visa regulations available at: <a href="https://www.gov.pl/web/diplomacy/visas">https://www.gov.pl/web/diplomacy/visas</a>  More information about Poland's missions abroad available at <a href="https://www.gov.pl/web/diplomacy/polands-missions-abroad">https://www.gov.pl/web/diplomacy/polands-missions-abroad</a>

Visa	QUITO (FLACSO Ecuador)	Cooperation and Internationalization Office Tel.: +593 2 294 6800 (ext. 2944) Email: <a href="mailto:ucp@flacso.edu.ec">ucp@flacso.edu.ec</a>	More information about visa regulations available at: <a href="http://www.flacso.edu.ec/documentos_para_estudiantes">www.flacso.edu.ec/documentos_para_estudiantes</a>  More information about Ecuador's missions abroad available at: <a href="https://www.cancilleria.gob.ec/2021/05/11/embajadas-y-consulados-en-el-exterior/">https://www.cancilleria.gob.ec/2021/05/11/embajadas-y-consulados-en-el-exterior/</a>
Insurance	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	University of Opole will provide the participant with the relevant information and support to take an insurance. The responsible party for taking the insurance coverage is the participant. Insurance coverage shall include at minimum a health insurance and an accident insurance. Additionally, for traineeships a liability insurance is mandatory. In addition to the above, insurance against loss or theft of documents, travel tickets and luggage is recommended. The period of insurance coverage shall embrace the journey and the whole mobility period of the participant.
Insurance	QUITO (FLACSO Ecuador)	Cooperation and Internationalization Office Tel.: +593 2 294 6800 (ext. 2944) Email: <a href="mailto:ucp@flacso.edu.ec">ucp@flacso.edu.ec</a>	FLACSO Ecuador will provide the participant with the relevant information and support to take an insurance. The participant is the responsible party for taking the insurance coverage. Insurance coverage shall include at minimum a health insurance and an accident insurance. In addition to the above, insurance against loss or theft of documents, travel tickets and luggage is recommended. The period of insurance coverage shall embrace the journey and the whole mobility period of the participant.
Inclusion of participants with fewer opportunities	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	University of Opole has the infrastructure to host students and staff with children as well as students and staff with disabilities (accommodation, classroom access, etc.); we would strongly advise timely notification about the nature of disability to the Office for Research and Project Management so as the appropriate UO departments could organise the support in a proper way.  The University of Opole provides support of Rector's Plenipotentiary for Equal Treatment. More information at

			<a href="http://rownosc.uni.opole.pl/">http://rownosc.uni.opole.pl/</a> and <a href="http://hello.uni.opole.pl/plenipotentiary-for-equal-treatment/">http://hello.uni.opole.pl/plenipotentiary-for-equal-treatment/</a>
Inclusion of participants with fewer opportunities	QUITO (FLACSO Ecuador)	Student Welfare Office: Tel.: +593 2 294 6800 (ext. 5017) <a href="mailto:ckullauri@flacso.edu.ec">ckullauri@flacso.edu.ec</a>	FLACSO Ecuador has the infrastructure to host students and staff with disabilities; we would strongly advise timely notification about the nature of disability to the Student Welfare Office to organise the support in a proper way.  <a href="http://www.flacso.edu.ec/documentos_para_estudiantes">www.flacso.edu.ec/documentos_para_estudiantes</a>
Mentoring	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	University of Opole offers the support of Erasmus+ Departmental Coordinators adjusted to each faculty and study programmes offered.
Mentoring	QUITO (FLACSO Ecuador)	Office of Department of Anthropology, History and Humanities <a href="mailto:pbermudez@flasco.edu.ec">pbermudez@flasco.edu.ec</a> Tel.: (+593) 02 2946 800 <a href="mailto:msuarez@flacso.edu.ec">msuarez@flacso.edu.ec</a>	The Teaching Commission of the Department of Anthropology, History and Humanities will assign tutors to each student. Each tutor will advise students on academic management and training processes and will clear up doubts regarding the program or other procedures.
Grant payments	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52 <a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	The participant will receive individual and travel support in a timely manner after the arrival of the participant. The individual grant will be paid to students (70% at the beginning, 30% before departure) or faculty and staff members (100% at once) in cash at the bank. Travelling costs to Poland have to be paid by the individual in advance before they are eventually reimbursed with the grant.
Grant payments	QUITO (FLACSO Ecuador)	Attorney's Office Tel.: (+593) 02 2946 800 <a href="mailto:rviteri@flacso.edu.ec">rviteri@flacso.edu.ec</a>	The outgoing participant could maintain the student scholarship or apply for the research grant, but must comply with all academic requirements. Specific accommodations could be analysed in a case-by-case basis.
Alumni information	PL OPOLE01	Office for Research and Project Management Tel.: +48 77 452 73 53, +48 77 452 73 52	All data concerning Erasmus+ alumni will be collected in the Office for Research and Project Management. Previous Erasmus+ Programme beneficiaries play also the role of project ambassadors (eg. during information meetings).

		<a href="mailto:erasmus@uni.opole.pl">erasmus@uni.opole.pl</a>	
Alumni information	QUITO (FLACSO Ecuador)	Office of Department of Anthropology, History and Humanities Tel.: (+593) 02 2946 800 <a href="mailto:msuarez@flacso.edu.ec">msuarez@flacso.edu.ec</a>  Cooperation and Internationalization Office Tel.: +593 2 294 6800 (ext. 2944) Email: <a href="mailto:ucp@flacso.edu.ec">ucp@flacso.edu.ec</a>	All data concerning this agreement will be collected in the Office of Department of Anthropology, History and Humanities and registered at the Cooperation and Internationalization Office.

## 7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. [the European Credit Transfer and Accumulation System](#).]*

### PL OPOLE01

A student is entitled to ECTS credits transfer and recognition.

One ECTS credit shall represent learning outcomes, obtaining of which requires from the student 25-30 hours of work on average; the student's number of working hours includes both classes organised by the University pursuant to the plan of study and their individual work.

The curriculum offered to a student at another university shall be defined individually by an exchange coordinator and approved by the Dean. The curriculum shall define the study period, for which a student is sent to a partner institution by the University as well as a list of courses which have to be completed and the number of ECTS points to be obtained.

More information available at <https://uni.opole.pl/biblioteka/docs/eng/Rules-of-Study-2021.pdf>

### QUITO (FLACSO Ecuador)

A regular master's course requires 45 hours of work (entitled as 4 credits). The number of working hours includes both organized classes, collaborative activities and individual work.

The curriculum taken by a student at another university shall be defined individually, upon agreement with the program coordinator, analyzed by the Program Committee and approved by the Dean. The curriculum shall define the study period in the partner institution, the list of courses to be completed and the number of credits to be obtained.

More information available at: [https://www.flacso.edu.ec/sites/default/files/2024-10/guia\\_estudiantil\\_2024\\_2026.pdf](https://www.flacso.edu.ec/sites/default/files/2024-10/guia_estudiantil_2024_2026.pdf)

- 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:
  - o 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.
  - o 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.
  - o 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](#)<sup>14</sup>. 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																								
PL OPOLE01	NA		<table border="1"> <thead> <tr> <th data-bbox="1121 967 1398 1029"><u>Evaluation</u></th> <th data-bbox="1398 967 1663 1029"><u>Grade point</u></th> <th data-bbox="1663 967 1988 1029"><u>Letter grade</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="1121 1029 1398 1075">Excellent</td> <td data-bbox="1398 1029 1663 1075">5</td> <td data-bbox="1663 1029 1988 1075">A</td> </tr> <tr> <td data-bbox="1121 1075 1398 1120">Very good</td> <td data-bbox="1398 1075 1663 1120">4,5</td> <td data-bbox="1663 1075 1988 1120">B</td> </tr> <tr> <td data-bbox="1121 1120 1398 1166">Good</td> <td data-bbox="1398 1120 1663 1166">4</td> <td data-bbox="1663 1120 1988 1166">C</td> </tr> <tr> <td data-bbox="1121 1166 1398 1211">Acceptable</td> <td data-bbox="1398 1166 1663 1211">3,5</td> <td data-bbox="1663 1166 1988 1211">D</td> </tr> <tr> <td data-bbox="1121 1211 1398 1256">Satisfactory</td> <td data-bbox="1398 1211 1663 1256">3</td> <td data-bbox="1663 1211 1988 1256">E</td> </tr> <tr> <td data-bbox="1121 1256 1398 1318">Fail</td> <td data-bbox="1398 1256 1663 1318">2</td> <td data-bbox="1663 1256 1988 1318">F</td> </tr> </tbody> </table>	<u>Evaluation</u>	<u>Grade point</u>	<u>Letter grade</u>	Excellent	5	A	Very good	4,5	B	Good	4	C	Acceptable	3,5	D	Satisfactory	3	E	Fail	2	F		
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<sup>14</sup> The ECTS user's guide is available here: [https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide\\_en](https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en)

QUITO	NA		<b><u>Evaluation</u></b>	<b><u>Grade point</u></b>	<b><u>Letter grade</u></b>
			Excellent	9.5-10.0	A+
			Very good	9.0-9.4	A
			Very good	8.5-8.9	A-
			Good	8.0-8.4	B+
			Approved	7.5-7.9	B
			Approved	7.1-7.4	B-
			Fail	7.0-0.0	Fail

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

#### PL OPOLE01:

**Learner mobility:** Incoming students will receive a Newsletter with the instructions and link to the Online Registration System (IRK). They need to upload the required documentation there. The documents should be uploaded before the deadlines specified in the Newsletter.

The students are guided by Erasmus+ Departmental Coordinators for didactic issues as well as by the Office for Research and Project Management/International Mobility for practical issues like registration, residence permit, student ID, transportation options, accommodation, insurance, visa etc.

#### **Staff mobility:**

For staff mobility, the Teaching Programme or the Training Programme (to be found on [www.erasmusplus.uni.opole.pl](http://www.erasmusplus.uni.opole.pl)) should be discussed and prearranged with the particular Departmental Coordinator.

University of Opole as a Program Country institution will be responsible for signing the grant agreements with Partner Country university participants and will administer all payments for mobility to Opole, Poland (incoming) and from Opole to partner country institution (outgoing).

**9.1. The split of organisational support between institutions will be as follows (concerning project call 2023)**

Item	No. of persons	Length of stay	FLACSO Ecuador	University of Opole
Organizational support for incoming Staff Mobility for Teaching	1	5 days of activity and 2 days for travel	<b>150 €</b> <b>(30% of 500 €)</b>	<b>350 €</b> <b>(70% of 500 €)</b>
Organizational support for incoming Students Mobility for studies	2	5 months	<b>300 €</b> <b>(30% of 1000 €)</b>	<b>700€</b> <b>(70% of 1000 €)</b>
<b>Total:</b>			<b>450 €</b>	<b>1050 €</b>

The amount of money specified above will be paid in 30 days upon receiving the "Request for money order", not earlier than the date of signing the agreement by the last party. The draft version of "Request for money order" constitutes appendix no. 1 to the agreement.

The Partner Country Institution is eligible to receive the organisational support funds not earlier than the planned mobilities have been fully completed. The Institution acknowledges that prior to this all the justified expenses shall be covered with the Institutions' own financial means.

The Institution declares that the organizational support funds will be spent to the benefit and according to the regulations of Erasmus+ Mobility Project and Erasmus+ Programme principles.

The organisational support grant is a contribution to any cost incurred by the institutions in relation to activities in support of student and staff mobility, both inbound and outbound, to comply with the Erasmus Charter for Higher Education in Program Countries, and with the principles of the ECHE as reflected in the inter institutional agreements agreed in the case of institutions from Partner Countries. For example:

- organisational arrangements with partner institutions, including visits to potential partners, to agree on the terms of the inter-institutional agreements for the selection, preparation, reception and integration of mobile participants; and to keep these inter-institutional agreements updated;
- provide updated course catalogues for international students;
- provide information and assistance to students and staff;
- selection of students and staff;
- preparation of the learning agreements to ensure full recognition of the students' educational components; preparation and recognition of mobility agreements for staff;
- linguistic and intercultural preparation provided to both incoming and outbound students and staff, complementary to the Erasmus+ Online Language Support;
- facilitate the integration of incoming mobile participants in the HEI;
- ensure an efficient mentoring and supervision arrangements of mobile participants;
- specific arrangements to ensure the quality of student traineeships in receiving enterprises/organisations;
- ensure recognition of the educational components and related credits, issuing transcript of records and diploma supplements;
- support the reintegration of mobile participants and build on their acquired new competences for the benefit of the HEI and peers;
- implement the European Student Card Initiative (digitalisation of mobility management);
- promote environmentally friendly ways of mobility and greening of administrative procedures;
- promote and manage the participation of individuals with fewer opportunities;
- identify and promote civic engagement activities and monitor participation in such activities;
- promote and manage blended and/or international mobility

## 10. Termination of the agreement

*[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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 1 September 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."]*

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

### SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>15</sup>
PL OPOLE01	Dr hab. Inż. Rafał Matwiejczuk prof. UO  <b>First Vice-Rector for Development and Finance</b>		
FLACSO Ecuador	Gioconda Herrera Mosquera, Ph.D  <b>Director FLACSO Ecuador</b>	2025/02/12	

Reviewed by FLACSO:

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<sup>15</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation