



Erasmus+



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

Inter-institutional¹ agreement 2014-20[21]²
between institutions from
Programme and Partner Countries³

[Minimum requirements]⁴

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 ⁵	Contact details ⁶ (email, phone)	Website (e.g. of the course catalogue)
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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 Higher Education Institutions have to agree on the period of validity of this agreement.

³ 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.

⁴ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁵ 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.

⁶ Contact details to reach the senior officer in charge of this agreement.



The International University of Logistics and Transport in Wrocław, Poland	PL WROCLAW 16	The Rector: Dr Marcin Pawęska mpaweska@msl.com.pl The Head of the International Cooperation Office: mgr Sylwia Skalik erasmus@msl.com.pl Tel: 0048713246842, ext. 232 Address: ul. Sołtysowicka 19B 51-168 Wrocław, Poland	www.mwslit.com
The University Gabriel René Moreno in Santa Cruz de la Sierra, Bolivia	BO Santa Cruz de la Sierra.	The Rector Vicente Remberto Cuellar Téllez, M.Sc. rektorado@uagrm.edu.bo The Head of National and International Relations Department Manfredo Rafael Bravo Chávez, M.Sc. mbravo_jeferrii@uagrm.edu.bo Tel: 591376003190 Address: 26 de febrero Av. And Guatemala St. Rectorado Building, 2 nd . Floor Santa Cruz de la Sierra, Bolivia	UAAwww.uagrm.edu.bo

B. Mobility numbers⁷ per academic year

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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships * [Not relevant for calls 2015 - 2017]
PL WROCLAW 16	BO UAGRM	0413	Management and administration	---	5	---

⁷ 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>.



		1049	Transport services, not elsewhere classified	---		
BO UAGRM	PL WROCLAW 16	0413	Management and administration	---	5	---
		1049	Transport services, not elsewhere classified	---		

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	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 *
PL WROCLAW 16	BO UAGRM	0413	Management and administration	---	---
		1049	Transport services, not elsewhere classified		
BO UAGRM	PL WROCLAW 16	0413	Management and administration	---	1 person x 5 days
		1049	Transport services, not elsewhere classified		

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	Optional: Subject area	Language of	Language of	Recommended language level ⁸
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⁸ 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>



[Erasmus code or city]		instruc- tion 1	instruc- tion 2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL WROCLAW16	---	English	Polish	B2	B2
BO UAGRM	Internationalisations	English	Spanish	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

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:

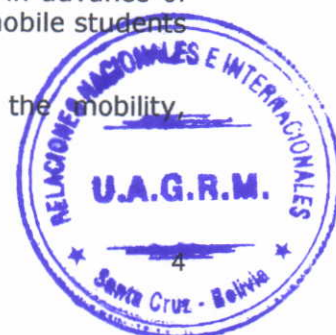
The higher education institution agrees to:

- 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.

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.

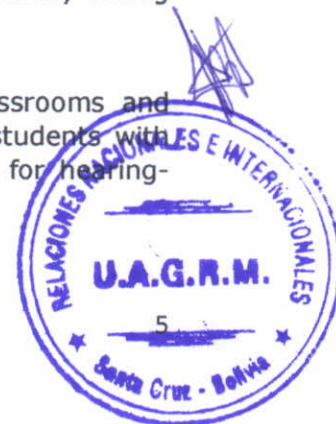
During and after mobility

- 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 Gabriel René Moreno (UAGRM) has adequate classrooms for teaching. What we do not have is the infrastructure to accommodate the students we receive. However, we have agreements with hotels that provide breakfast service; and in the university dining room they are provided with lunch and dinner.

The International University of Logistics and Transport in Wrocław has classrooms and lecture halls equipped with audiovisual projectors appropriate for staff and students with eyesight impairment as well as lecture halls with sound system appropriate for hearing-impaired staff and students.



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]
PL WROCLAW16	30 th June	30 th November
BO UAGRM	30 th November	30 th July

[* to be adapted in case of a trimester system]

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

The Inter-institutional Agreement may be terminated in case of a flagrant breach of the conditions of the agreement by any of the institutions. The termination of the agreement shall take effect from the next academic year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

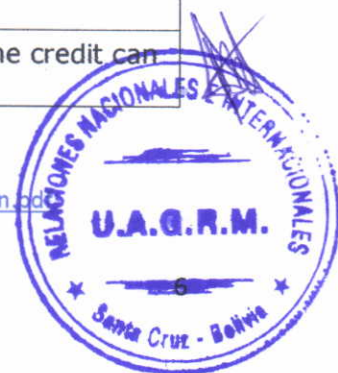
G. Information

1. Grading systems of the institutions

The grades of our students are from 0 to 100. The minimum passing grade is 51.

ECTS Scale	Bolivian Grades ⁹	Polish Grades	description
A	100	5.0	Excellent – outstanding performance with only minor errors
B	80	4.5	Very good – above the average standard but with some errors
C	70	4.0	Good – generally good work with a number of notable error
D	60	3.5	Satisfactory – fair but with significant shortcomings
E	51	3.0	Sufficient – passable performance, meeting the minimum criteria
FX, F	40	2.0	Fail - some more work required before the credit can be awarded

⁹ https://www.ceub.edu.bo/academica/documentos/normas/09_Reglamento_mesas_de_examen.pdf



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
PL WROCLAW16	The Head of the International Cooperation Office: mgr Sylwia Skalik erasmus@msl.com.pl Tel: 0048713246842, ext. 232 Address: ul. Sołtysowicka 19B 51-168 Wrocław, Poland	www.mwslit.com
BO UAGRM	The Head of National and International Relations Department Manfredo Rafael Bravo Chávez, M.Sc. mbravo_jeferrii@uagrm.edu.bo Tel: (591) 76003190 Address: 26 de febrero Av. And Guatemala St. Rectorado Building, 2 nd . Floor Santa Cruz de la Sierra, Bolivia	www.uagrm.edu.bo/unidades-administrativas/rpni

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
PL WROCLAW16	The Head of the International Cooperation Office: mgr Sylwia Skalik	www.mwslit.com



	erasmus@msl.com.pl Tel: 0048713246842, ext. 232 Address: ul. Sołtysowicka 19B 51-168 Wrocław, Poland	
BO UAGRM	The Head of National and International Relations Departament Manfredo Rafael Bravo Chávez, M.Sc. mbravo_jeferrii@uagrm.edu.bo Tel: (591) 76003190 Address: 26 de febrero Av. And Guatemala St. Rectorado Building, 2 nd . Floor Santa Cruz de la Sierra, Bolivia	www.uagrm.edu.bo/unidades-administrativas/rpni

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
PL WROCLAW16	The Head of the International Cooperation Office: mgr Sylwia Skalik erasmus@msl.com.pl Tel: 0048713246842, ext. 232 Address: ul. Sołtysowicka 19B 51-168 Wrocław, Poland	www.mwslit.com
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H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁰
PL WROCLAW16	The Rector: Dr Marcin Pawęska		
BO UAGRM	The Rector M.Sc. Vicente Remberto Cuellar Téllez	06/26/2023	



¹⁰ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation.