



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

¹

The institutions 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 related to the organisation and management of the mobility, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2025/2026]	[2026]
End of validity	[2028/2029]	[2027]

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
 <p>Akademia Kultury Społecznej i Medialnej w Toruniu (University of Social and Media Culture in Toruń)</p>	PLTORUN04	<p>Krystian Chłaszczyński, PhD</p> <p>Erasmus Coordinator, Programme of Partner Countries</p> <p>ul. Św. Józefa 23/ 35 87-100 Toruń Poland</p> <p>krystian.chłaszczyński @aksim.edu.pl</p> <p>Tel. 0048/ 56/ 610 72 64</p>	https://www.aksim.edu.pl
 <p>Visoka Škola "CEPS-Centar za poslovne studije"Kiseljak</p>	BA KISELJA01	<p>Doc. dr Nermin Palić</p> <p>Head of the International Office</p> <p>Josipa bana Jelačića bb 71250 Kiseljak, Bosnia and Herzegovina</p> <p>iro@ceps.edu.ba</p> <p>Tel. 38730870870</p>	<p>General: https://www.ceps.edu. ba/</p> <p>Faculty/faculties: https://www.ceps.edu. ba/Studiji</p> <p>Course catalogue: https://ceps.edu.ba/Fil es/PDF/ECTS%20Katal og.pdf?1</p>

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers³ per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subj ect area code (optio nal)* [ISCE D]	Subject area name (optional)*	Field of educa tion – Clarifica tion (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (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]
PL TORUN 04	BA KISELJA01	481	Information Technology		1st	4 students	4,5 months	4 students /only by individual agreement
		1022	Occupational Health and Safety and Fire protection			4 students	4,5 months	
		1041, 0716	Traffic and Transport Engineering			4 students	4,5 months	
		380	Law			4 students	4,5 months	
		912	Nursing/Medicine			4 students	4,5 months	
BA KISELJA01	PL TORUN 04	481	Information Technology	-	1st	4 students	4,5 months	4 students /only by individual agreement
		1022	Occupational Health and Safety and Fire pro tection			4 students	4,5 months	
		1041, 0716	Traffic and Transport Engineering			4 students	4,5 months	

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):

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

		380	Law			4 students	4,5 months		
		912	Nursing/Medicine			4 students	4,5 months		

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]		TO [Erasmus code of the receiving institution]	Subject area code (option al)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
Staff Mobi lity for Teac hing [total num ber 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]					
PL TORUN 04	BA KISELJA01	481, 314, 380, 912, 1041, 0716, 1022	Information Technology, Occupational Health and Safety and Fire protection, Traffic and Transport Engineering Law, Nursing, Medicine	3 staffs	8 hours	3 staffs /	12 hours / 5 days	
BA KISELJA01	PL TORUN 04	481, 314, 380, 912, 1041,07 16, 1022	Information Technology, Occupational Health and Safety and Fire protection, Traffic and Transport Engineering Law, Nursing, Medicine	3 staffs	8 hours	3 staffs	12 hours / 5 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴ Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL TORUN 04	Information Technology, Occupational Health and Safety and Fire protection, Traffic and Transport Engineering Law, Nursing, Medicine	English	English	B2	B2
BA KISELJA 01	Information Technology, Occupational Health and Safety and Fire protection, Traffic and Transport Engineering Law, Nursing, Medicine	English	English	B2	B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
PL TORUN 04	31th May	30 th November
BA KISELJA01	September 1 th	January 15 th

⁴ 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>

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
PL TORUN 04	31th May	30 th November
BA KISELJA01	September 15 th	January 30 th

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
PL TORUN 04	31th May	30 th November
BA KISELJA01	Dr.sc. Nermin Palić Tel/Fax +38730870870 E-mail: iro@ceps.edu.ba	General: https://www.ceps.edu.ba/ Faculty/faculties: https://www.ceps.edu.ba/Studiji Course catalogue: https://ceps.edu.ba/Files/PDF/ECTS%20Katalog.pdf?1

E. Additional requirements

Receiving institution [Erasmus code]	Requirement Details	Website for information (if applicable)
BAKISELJA01	Application docs	https://www.ceps.edu.ba/Medunarodna suradnja
PL TORUN 04	Application docs	https://www.aksim.edu.pl/akademia/bwmim/erasmus/incoming/

The receiving institution will send its decision within 2 weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
BAKISELJA01	- Reduced mobility		Dr.sc. Nermin Palić Tel/Fax +38730870870 E-mail: iro@ceps.edu	https://www.ceps.edu.ba/Medunarodna suradnja https://www.ceps.edu.ba/Files/Akti/3.%20Statut%20CEP%20.pdf https://www.ceps.edu.ba/Files/Akti/4.%20Izmjene%20i%20dopune%20Statuta.pdf STATUTE Chapter II (Institutional autonomy) article 7. Paragraph 1 chapter VIII.5. (Rights and obligations of the students), article 90, chapter 2, line j)
PL TORUN04	- Reduced mobility - Hearing impairments - Visual impairments	***	Dr. Krystian Chołaszczyński krystian.cholaszczynski@aksim.edu.pl	https://www.aksim.edu.pl/akademia/bwmim/erasmus/incoming/

F. Information

1. 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]	Contact details (email, phone)	Website for information
PL TORUN 04	krystian.cholaszczynski@aksim.edu.pl	https://www.aksim.edu.pl/
BAKISELJA01	iro@ceps.edu.ba	https://www.ceps.edu.ba/Medunarodna suradnja

2. 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.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL TORUN 04	krystian.cholasczynski @aksim.edu.pl	https://www.aksim.edu.pl/
BAKISE LJA01	iro@ceps.edu.ba	Ministry of Foreign Affairs: http://www.mvp.gov.ba/konzularne_informacije/vize/default.aspx https://www.ceps.edu.ba/Files/PDF/27112020/CEPS%20Fact%20Sheet%20-%20BH.pdf https://www.ceps.edu.ba/Files/PDF/27112020/CEPS%20Fact%20Sheet%20-%20BH.pdf

3. Insurance

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.

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]	Contact details (email, phone)	Website for information
PL TORUN 04	krystian.cholasczynski@aksim.edu.pl	https://www.aksim.edu.pl/
BAKISELJA01	iro@ceps.edu.ba	https://www.ceps.edu.ba/Medunarodna_suradnja

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
PL TORUN04	Dr. Krystian Chołaszczyński krystian.cholasczynski@aksim.edu.pl	Dr. Krystian Chołaszczyński krystian.cholasczynski@aksim.edu.pl	https://www.aksim.edu.pl/akademia/bwmim/erasmus/incoming/
BAKISELJA01	Dr.sc. Nermin Palić Tel/Fax +38730870870 E- mail: iro@ceps.edu	Dr.sc. Nermin Palić Tel/Fax +38730870870 E- mail: iro@ceps.edu	https://www.ceps.edu.ba/Medunarodna_suradnja

A Transcript of Records will be issued by the receiving institution no later than 2 weeks after the assessment period has finished at the receiving HEI.

PLTORUN04:

Local grade	ECTS grade	Local definition
5	A	Very good (<i>bardzo dobry</i>)
4+	B	Better than good
4	C	Good (<i>dobry</i>)
3+	D	Better than satisfactory
3	E	Satisfactory (<i>dostateczny</i>)
2	FX/F	Unsatisfactory, fail (<i>niedostateczny</i>)
zal.	Credit	Credited without a mark
zal. z oceną	Credit	Credited with a mark

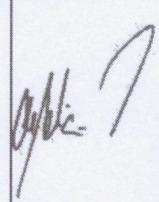
BAKISELJA01

Letter	Numeric Values	Points	Description
A	5	90-100	Excellent
B	4	75-89	Very good
C	3	65-74	Good
D, E	2	55-64	Satisfactory
F, FX	1	0-54	Fail

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."]

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
BA KISELJA01	Doc.dr. Mirzo Selimić, Director	28.01.2026.	 
PL TORUN 04	Zdzisław Klafka, PhD Rector	28.01.2025	 REKTOR Z. Klafka o. dr Zdzisław Klafka CSsR, prof. AKSiM

⁵ Scanned signatures are accepted