

MEMORANDUM OF UNDERSTANDING

on the principles of organizing joint education at the Faculty of Management at AGH University of Science and Technology in Cracow, and the Department of Economics at the University of Messina

by and between

the Faculty of Management at AGH University of Science and Technology in Cracow,
registered address: al. Mickiewicza 30, 30-059 Kraków, hereinafter referred to as **the AGH UST,**
represented by the Dean of the Faculty of Management at AGH UST **Professor Marek Dudek**
and

the Department of Economics at the University of Messina,
registered address: Piazza Pugliatti, 1 98122 Messina, hereinafter referred to as UNIME,
represented by the Dean of the Department of Economics at UNIME, **Professor Michele Limosani,**

hereinafter referred to as the Parties to the Memorandum of Understanding, who

- are authorized to represent the Parties in matters resulting from the execution of the Agreement on the joint education of students under the higher education degree-programme concluded on ???.?.2021 between AGH University of Science and Technology in Cracow, and the Department of Economics at the University of Messina, hereinafter referred to as the Agreement,
- acting under art. 2 p. 7, art. 3 p. 10, and art. 4 p. 5 of the Agreement,

agree on the rules for the organization of studies at both universities, issues related to the mutual recognition of learning outcomes, and how and when to document classes taught at both universities.

1. This Memorandum of Understanding concerns students undertaking joint education in the framework of full-time second-cycle degree-programme in the field of study **Management**, as part of the specialisation: **International management** (WZ AGH UST) and in the framework of full-time second-cycle degree-programme in **Business Consulting and Management**, as part of the specialisation: **International management** (UNIME), and in particular defines:
 - 1) detailed terms and conditions of studying according to the individual organization of studies (pl. *IOS – Indywidualna Orgnizacja Studiów*) at AGH UST,
 - 2) detailed terms and conditions of studying at UNIME
 - 3) the schedule of classes and the method of converting grades into the grading scale applied at a given University,
 - 4) organizational scheme of the studies,
 - 5) schedule and location of classes in particular semesters,
 - 6) the method and the deadline for documenting the classes completed at both universities.
2. The rules of studying are specified:
 - 1) for AGH University of Science and Technology - in the full description of the course published in the Syllabus system of AGH UST - the syllabus of classes <https://syllabusy.agh.edu.pl/en>
 - 2) for UNIME- in Didactics Rules and Regulations (D.R. n. 1636 - 22.07.2015).

3. UNIME students will pursue their studies at the WZ AGH UST according to the individual organization of studies (IOS) within the whole course of study. The granting of the IOS does not require submitting an application referred to in par.9, sec. 6 of the AGH UST Study Regulations.
 - 1) The individual organization of studies modifies the existing programme of study with respect to:
 - a) individual selection of course modules, methods and forms of education subject to section 4, p. 2) and section 4 p. 3);
 - b) modification of the number of ECTS credits required to complete a semester of studies subject to section 4 p.3);
 - 2) The programme of study, including a student's study plan, may not lead to changes in the course-related learning outcomes and course modules considered compulsory in a given field of study, level, or profile of education, nor to an extension of the date of graduation.
 - 3) A student prepares an individual schedule of classes for a given semester according to the semester study plan attached as Appendix 1 to this Memorandum. The semester study plan provides an opportunity to obtain a minimum number of credits, which allows one to complete a semester of studies and to be admitted to the next semester of studies.
4. UNIME students pursuing part of their course of study at the AGH UST, at their home university, shall follow the semester study plan constituting Appendix 2 to this Memorandum.
5. UNIME students are guaranteed that their achievements will be recognized and transferred to their home university in accordance with the learning agreement attached as Appendix 3 to this Memorandum. Recognition results from the acknowledgment of the convergence of the achieved learning outcomes.
6. AGH UST students will study at UNIME according to the semester study plan attached as Appendix 4 to this Memorandum.
7. AGH UST students pursuing a part of their studies at UNIME, at their home university study under an individual organization of studies (IOS) during the entire course of study. The granting of IOS is carried out in accordance with par. 9 of the AGH UST Study Regulations.
 - 1) The individual organization of studies modifies the existing programme of study with respect to:
 - a) individual selection of course modules, methods and forms of education subject to section 4, p. 2) and section 4 p. 3);.,
 - b) modification of the number of ECTS credits required to complete a semester of studies subject to section 4 p.3);
 - 2) The programme of study, including a student's study plan, may not lead to changes in the course-related learning outcomes and course modules considered compulsory in a given field of study, level, or profile of education, nor to an extension of the date of graduation.
 - 3) A student prepares an individual schedule of classes for a given semester according to the semester study plan attached as Appendix 5 to this Memorandum. The semester study plan provides an opportunity to obtain a minimum number of credits, which allows one to complete a semester of studies and to be admitted to the next semester of studies.
8. AGH UST students are guaranteed that their achievements will be recognized and transferred to their home university in accordance with the learning agreement attached as Appendix 6 to this Memorandum. Recognition results from the acknowledgment of the convergence of the achieved learning outcomes.
9. Due to different grading scales used at AGH UST (2 - 5) and UNIME (0 - 30), the conversion of grades from courses taken at the partner university, whose learning outcomes are recognized and transferred based on the Learning Agreement shall be made using the following rules:
 - 1) The student shall be awarded, in place of the course modules (subjects) specified in the programme of study at each university, the number of ECTS credits that is attributed to the

learning outcomes achieved through the completion of the relevant course modules in that programme.

- 2) The conversion of grades from courses completed at a partner university to the grading scale valid at the university that recognizes learning outcomes is made according to the following formula:

$$O = P_{min} + (N - N_{min}) \cdot \frac{P_{max} - P_{min}}{N_{max} - N_{min}},$$

where:

O - the final grade after conversion expressed in the grading scale of the university that recognizes the learning outcomes,

P_{max} - the lowest positive grade on the grading scale used at the university that recognizes the learning outcomes,

P_{min} - the highest positive grade in the grading scale used at the university that recognizes the learning outcomes,

N - the grade obtained in the course of study at the partner university, or

N_{min} - the lowest positive grade in the grading scale used at the partner university,

N_{max} - the highest positive grade in the grading scale used at the partner university,

However, in the case of AGH UST, the final grade is determined by rounding down to the nearest grade specified in the grading scale used at AGH UST.

- 3) If instead of a module (subject) specified in the programme of study of the university that recognizes the learning outcomes the outcomes from more than one successfully completed module (subject) in the course of study at the partner university are recognized, the final grade is determined as a weighted average of the final grades from the subjects (course modules) completed in the course of study at the partner university, according to the formula:

$$O_p = \frac{\sum O_i ECTS_i}{\sum ECTS_i},$$

where:

O_p - the final grade for a course module as defined in the programme of study of the home university expressed in the scale of the partner university,

O_i - the final grade for the i -th subject (module) completed in the course of study at the partner university,

$ECTS_i$ - the number of ECTS points allocated to the i -th subject (module) completed during the course of study at the partner university.

10. The organizational scheme of the degree program is attached as Appendix 7 to this Memorandum.
11. The parties mutually agree that students of particular universities shall complete:
- 1) classes of semesters one and four at their home university,
 - 2) classes of semesters two and three at the partner university,
- in accordance with the academic year organization applicable to the period of study at respective universities.
12. The parties mutually agree to provide each other with transcripts of records for classes the achievements of which are recognized and transferred to the programs of study each semester:
- 1) before the end of the winter/summer semester as specified in the organizational scheme for the academic year at the university recognizing the learning outcomes,

2) the transcript of records shall be drawn up in English according to the specimen form attached as Appendix 8 to this Memorandum.

13. The Memorandum of Understanding shall constitute an integral part of the Agreement and shall enter into force on the day of its conclusion.

14. The Memorandum of Understanding has been drawn up in two identical copies in English. The Agreement was drawn up in two identical counterparts in English. Each of the parties shall receive one copy.

.....
Dean of the faculty of Management,
AGH University of Science and Technology in Cracow

Professor Marek Dudek

.....
Dean of the Department of Economics,
University of Messina

Professor Michele Limosani