



# Erasmus+ Programme

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

## **Inter-institutional<sup>1</sup> agreement 2015-20[21]<sup>2</sup>** **between programme countries**

### **[Minimum requirements]<sup>3</sup>**

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 related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

#### **A. Information about higher education institutions**

<b>Name of the institution</b> (and department, where relevant)	<b>Erasmus code</b>	<b>Contact details<sup>4</sup></b> (email, phone)	<b>Website</b> (eg. of the course catalogue)
University of Split Livanjska 5, HR- 21000 Split	HR SPLIT01	<b>Institutional Coordinator:</b> Ana Ćosić International Relations Office e-mail: acosic@unist.hr Tel: +385 21 440 343 Fax: +385 21 440 344	<a href="http://www.unist.hr">www.unist.hr</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Faculty of Science Teslina 12/III, 21000 Split		<b>Faculty coordinator:</b> Milica Klaričić Bakula tel: +385 21 385133 e-mail: <a href="mailto:milica@pmfst.unist.hr">milica@pmfst.unist.hr</a>	<a href="http://www.pmfst.hr/eng/">http://www.pmfst.hr/eng/</a>
UNIVERSITA' DEGLI STUDI DI PERUGIA  Piazza dell'Università, 1 06123 Perugia - Italy	I PERUGIA01	<b>Institutional coordinator:</b> Sonia Trinari Head International Relations Office  Università degli Studi di Perugia  Piazza Università, 1 06123 Perugia - Italy  e-mail: <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a>  Tel. +39-075-5852106; +39- 075-5852084; +39-075- 5852036  Fax: +39-075-5852209	<a href="http://www.unipg.it/en">http://www.unipg.it/en</a>
Dipartimento di Matematica e Informatica Università degli Studi di Perugia Via Vanvitelli, 1 - 06123 Perugia		<b>Academic Coordinator</b> Prof. Rita Vincenti Tel.: +39 075 585 5022 Fax: +39 075 585 5024 E_mail: <a href="mailto:rita.vincenti@unipg.it">rita.vincenti@unipg.it</a>  <b>Departmental coordinator:</b> Prof. Gianluca Vinti Tel.: +39 075 585.3822/585.5032 Fax: +39 075 585.3822/585.5024 <a href="mailto:mategian@unipg.it">mategian@unipg.it</a>	

#### B. Mobility numbers<sup>5</sup> per academic year

[Paragraph to be added, 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 of the sending institution]	TO [Erasmus code 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	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
HR SPLIT01	I PERUGIA01	461	Mathematics	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students  (Total: 12 months)	

<sup>5</sup> 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>)

I PERUGIA01	HR SPLIT01	461	Mathematics	1 <sup>st</sup> ,2 <sup>nd</sup>	2 students (Total: 12 months)	
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[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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 *
HR SPLIT01	I PERUGIA01	461	Mathematics	2 persons (Total 10 days)	
I PERUGIA01	HR SPLIT01	461	Mathematics	2 persons (Total 10 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR SPLIT01		Croatian	English	English B2 Croatian A1-A2, if applicable	English C1

<sup>6</sup> 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>

I PERUGIA01		Italian	English only for students who apply for Laboratory training	B1 [The University of Perugia offers an Italian Language Course free of charge in September and February for all international students. Italian Language Courses are offered all year round at a reduced price: <a href="http://www.unipg.it/en/unipg/language-courses">http://www.unipg.it/en/unipg/language-courses</a> ]	B2 [Teaching staff is also welcome to teach classes in English, French, German Portuguese and Spanish depending on the hosting Degree Course]
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For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

#### D. Additional requirements

##### HR SPLIT01:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [erasmus@unist.hr](mailto:erasmus@unist.hr)

##### I PERUGIA01

The selection criteria for students and staff are regulated by the sending University; measures for preparing, receiving and integrating mobile students and/or staff are organised by the receiving Institution according to the regulations of the Educational, Audiovisual & Cultural Executive Agency (EACEA) and National Agencies.

The Institutions have infrastructures to welcome students and staff with disabilities.

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR SPLIT01	1 June	1 November
I PERUGIA01	Application deadline : July 15th  Academic calendar: <a href="http://www.unipg.it/en/courses/academic-calendar">http://www.unipg.it/en/courses/academic-calendar</a>	Application deadline: December 15th  Academic calendar: <a href="http://www.unipg.it/en/courses/academic-calendar">http://www.unipg.it/en/courses/academic-calendar</a>

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

2. The receiving institution will send its decision within 4-6 weeks.
3. 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.
4. Termination of the agreement

The above parties agree to co-operate in the activities shown below within the Erasmus + programme. Both parties agree to abide by the principles and conditions set out in the Guidelines for Applicants and Erasmus Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement.

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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

#### **I PERUGIA01**

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution upon the student's departure or, in any case, no later than 5 weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. 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 2014 will only take effect as of 1 September 2014+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."]*

#### **F. Information**

##### **1. Grading systems of the institutions**

###### **HR SPLIT01:**

<http://eng.unist.hr/InternationalRelations/AcademicInformation/tabid/413/Default.aspx>

Traditional Grading system is as follows:

- 1 - fail
- 2 - pass, sufficient
- 3 - good
- 4 - very good
- 5 - excellent

###### **I PERUGIA01**

The receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup>. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
I PERUGIA01	<a href="http://www.unipg.it/en">http://www.unipg.it/en</a> e-mail: <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a> Tel. +39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>

<sup>7</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

## 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>HR SPLIT01</b>	<a href="mailto:incoming@unist.hr">incoming@unist.hr</a> +385 21 440 343	<a href="http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx">http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx</a>
<b>I PERUGIA01</b>	<a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a> Tel. +39-075-5852024 Fax +39-075-5852352 <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a> Tel.+39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>

## 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>HR SPLIT01</b>	<a href="mailto:incoming@unist.hr">incoming@unist.hr</a> +385 21 440 343	<a href="http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx">http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx</a>
<b>I PERUGIA01</b>	<a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a> Tel. +39-075-5852024 Fax +39-075-5852352 <a href="mailto:area.relint@unipg.it">area.relint@unipg.it</a> Tel.+39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>

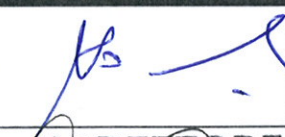

## 4. Housing

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]	Contact details (email, phone)	Website for information
<b>HR SPLIT01</b>	incoming@unist.hr +385 21 440 343	<a href="http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx">http://eng.unist.hr/InternationalRelations/ERASMUS/tabid/414/Default.aspx</a>
<b>I PERUGIA01</b>	servizio.incoming@unipg.it Tel. +39-075-5852024 Fax +39-075-5852352 area.relint@unipg.it Tel.+39-075-5852106	<a href="http://www.unipg.it/en/students/ects-guide">http://www.unipg.it/en/students/ects-guide</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>8</sup>
<b>HR SPLIT01</b>	Prof. Dr. Alen Soldo Vice rector for Science and International Cooperation	24.11.2015	
<b>I PERUGIA01</b>	The Rector (Prof. Franco Moriconi)	18 NOV 2015	IL RETTORE (Prof. Franco Moriconi) 



REG. N. 646

DATA 18 NOV 2015

<sup>8</sup> Scanned signatures are accepted

