



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018-2021² **between programme countries**

[Minimum requirements]³

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

Name of the institution (and department, where relevant)	Erasmus code	Contact details⁴ (email, phone)	Website (eg. of the course catalogue)
International Slavic University "Gavrilo Romanovich Derzhavin" Campus SVETI NIKOLE Phone: [REDACTED] Address: „Marsal Tito" 77 2220 Sveti Nikole	MK SKOPJE19	[REDACTED] Head of international relations office / Erasmus + coordinator Phone: [REDACTED]	https://msu.edu.mk/?lang=en

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

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

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

<p>Campus BITOLA Phone: [REDACTED] Address: „Novacki pat“ 16 7000 Bitola</p>		<p>Address: "Novacki pat" 16 7000 Bitola E-mail: [REDACTED]</p>	
<p>Univerzita Palackého v Olomouci Křížkovského 8, 77147 Olomouc Tel.: [REDACTED] Fax: [REDACTED]</p>	<p>CZ OLOMOUCO 1</p>	<p><u>Institutional Coordinator</u>¹: [REDACTED] International Relations Office Křížkovského 8, 77147 Olomouc Tel.: [REDACTED] Fax: [REDACTED] Email: [REDACTED]</p> <p><u>Contact Details for Student Mobility / Nomination:</u> [REDACTED] http://www.upol.cz/en/menu/erasmus-exchange/erasmus/</p> <p><u>Contact Details for Staff Mobility (if applicable):</u> [REDACTED]</p> <p><u>Departmental Coordinator:</u> [REDACTED] Department of Applied Economics [REDACTED]</p>	<p>www.upol.cz www.kae.upol.cz</p>

B. Mobility numbers⁵ 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 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 *
MK SKOPJE19	CZ OLOMOUC 01	0413	Management and administration	1 st , 2 nd	2 x 5 months for each student	2 x 5 months for each student
		0314	Economics	1 st , 2 nd	2 x 5 months for each student	2 x 5 months for each student
CZ OLOMOU C01	MK SKOPJE19	0412	Finance, banking and insurance	1 st , 2 nd	2 x 5 months for each student	2 x 5 months for each student
CZ OLOMOU C01	MK SKOPJE19	0413	Management and administration	1 st , 2 nd	2 x 5 months for each student	2 x 5 months for each student
CZ OLOMOU C01	MK SKOPJE19	0414	Marketing and advertising	1 st , 2 nd	2 x 5 months for each student	2 x 5 months for each student

[*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.]

⁵ 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>)

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	Staff Mobility for Training *
				<i>[total number of days of teaching periods or average duration *]</i>	
MK SKOPJE19	CZ OLOMOUCO 1	0413	Management and administration	14 days (2 staff x 7 days;8hrs of teaching/week)	14 days (2 staff x 7 days)
		0414	Marketing and advertising	14 days (2 staff x 7 days;8hrs of teaching/week)	14 days (2 staff x 7 days)
		0314	Economics	14 days (2 staff x 7 days;8hrs of teaching/week)	14 days (2 staff x 7 days)
CZ OLOMOUCO 1	MK SKOPJE19	0412	Finance, banking and insurance	14 days (2 staff x 7 days;8hrs of teaching/week)	14 days (2 staff x 7 days)
		0413	Management and administration	14 days (2 staff x 7 days;8hrs of teaching/week)	14 days (2 staff x 7 days)
		0414	Marketing and advertising	14 days (2 staff x 7 days;8hrs of teaching/week)	14 days (2 staff x 7 days)
		0314	Economics	14 days (2 staff x 7 days;8hrs of teaching/week)	14 days (2 staff x 7 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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
MK SKOPJE19	All subject areas	Macedonian	ENGLISH	English: B1	English: B2
CZ OLOMOUC01	All subject areas	English	Czech	English: B2	English: C1

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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff].

[Please specify whether the institutions have the infrastructure 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]
MK SKOPJE19	Nomination: by 15th August Application: by 1st September	Nomination: by 15th November Application: by 1st December
CZ OLOMOUC01	May 31st	October 31st

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

⁶ 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>

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁷. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

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]	Contact details (email, phone)	Website for information
MK SKOPJE19		https://msu.edu.mk/?lang=en
CZ OLOMOUC01		http://www.upol.cz/en/menu/erasmus-exchange/erasmus/

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]	Contact details (email, phone)	Website for information
MK SKOPJE19		https://msu.edu.mk/?lang=en

⁷ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

CZ OLOMOUC01		http://www.upol.cz/en/menu/erasmus-exchange/erasmus/

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
MK SKOPJE19		https://msu.edu.mk/?lang=en
CZ OLOMOUC01		http://www.upol.cz/en/menu/erasmus-exchange/erasmus/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
MK SKOPJE19	Ph.D. Keti Arsovska Nestorovska Rector	15.01.2018	
CZ OLOMOUC01	prof. PhDr. Zdeněk Pechal, CSc. Dean, Faculty of Arts, Palacky University in Olomouc	13.02.2019	

⁸ Scanned signatures are accepted

