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**Erasmus+ Programme**

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

**Inter-institutional agreement 2014/15 - 2020/21  
between programme countries**

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 details**  (email, phone) | **Website**  (eg. of the course catalogue) |
| Univerzita Jana Evangelisty Purkyně v Ústí nad Labem  Faculty of Science | CZ USTINAD01 | International Office Pasteurova 1  400 96 Ústí nad Labem  Czech Republic  [international@ujep.cz](mailto:international@ujep.cz)  00420 475 286 277  Faculty of Science  xxxxxx  xxxxx@ujep.cz  00420 xxxxx | <http://www.ujep.cz/en/welcome/international-relations/erasmus.html> |
| Univerza na Primorskem Universita del Litorale – UP  (University of Primorska)  Faculty of Mathematics, Natural Sciences and Information Technologies (UP FAMNIT) | SI KOPER 03 | Ms. xxxxx – Institutional Erasmu Coordinator  University of Primorska, Department for International Relations, Titov trg 4, SI – 6000  Koper  Tel: +xxxxxxxx,  Fax: +386 5 611 75 30  Email: [Erasmus@upr.si](mailto:Erasmus@upr.si)  **Contact person at the faculty:** xxxxx – Erasmus coordinator UP FAMNIT  **Address**: Faculty of Mathematics, Natural Sciences and information Technologies, Glagoljaška 8, SI-6000 Koper | [www.upr.si](http://www.upr.si) (section International Relations)  http:www.famnit.upr.si/en |

**B. Mobility numbers per 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, 1st , 2nd or 3rd) | **Number of student mobility periods** | |
| **Student Mobility for Studies**  (total number of months per one semester) | **Student Mobility for Traineeships**  \* |
| CZ USTINAD01 | SI KOPER03 | 061 | Information and Communication technologies (ICTs) | 1st | 2 students 5 months per student | 2 students  only by individual agreement |
| SI KOPER03 | CZ USTINAD01 | 061 | Information and Communication technologies (ICTs) | 1st | 2 students 5 months per student | 2 students  only by individual agreement |

\* Optional

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 per one academic year) | **Staff Mobility for Training**  \* |
| CZ USTINAD 01 | SI KOPER03 | 061 | Information and Communication technologies (ICTs) | 2 persons 5 days/8 hours per person | 2 persons 5 days per person |
| SI KOPER03 | CZ USTINAD 01 | 061 | Information and Communication technologies (ICTs) | 2 persons 5 days/8 hours per person | 2 persons 5 days per person |

\* Optional

**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) | **Subject area name**  \* | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level** | |
| **Student Mobility for Studies**  [Minimum recommended level: B1] | **Staff Mobility for Teaching**  [Minimum recommended level: B2] |
| CZ USTINAD01 |  | Czech | English | B1 | B2 |
| SI KOPER03 |  | Slovene | English | B1 |  |

\* Optional

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**

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

**E. Calendar**

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

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  (Erasmus code) | **Autumn term** | **Spring term** |
| CZ USTINAD01 | 15. 05. non-EU countries  15. 06. EU and EFTA countries | 01. 11. non-EU countries  01. 12. EU and EFTA countries |
| SI KOPER03 | 15. 6. (applications deadline) | 15. 11. (applications deadline) |

2. Univerzita Jana Evangelisty Purkyne v Usti nad Labem will send its decision within 5 weeks after deadlines.

The University of Primorska, Faculty of Mathematics, Natural Science and Intormation Technologies (SI KOPER03) will send its decision within 5 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.

A Transcript of Records will be issued by Faculty of Mathematics, Natural Sciences and Information Technologies (SI KOPER03) no later than 5 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

The involved institutions may agree on the procedure of modifying or terminating the bilateral agreement. In case of unilateral modification or termination, a written notice of at least one academic year ahead will be given. 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**

CZ USTINAD01: Grading system can be found at:

<http://www.ujep.cz/en/welcome/international-relations/study-programmes-and-courses.html>

SI KOPER03 (University of Primorska):

|  |  |  |
| --- | --- | --- |
| Slovenian Grading System |  | ECTS Grading System |
| 10 | Excellent | A |
| 9 | Very good | B |
| 8 | Very good | C |
| 7 | good | D |
| 6 | Satisfactory | E |
| 5 and less | Fail | F |

**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** |
| CZ USTINAD01 | [incoming@ujep.cz](mailto:incoming@ujep.cz)  00420 475 286 272 | <http://www.ujep.cz/en/welcome/international-relations/erasmus.html> |
| SI KOPER03 | See first page of this agreement – part A | [www.upr.si](http://www.upr.si) (section InternationalRelations) |

**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** |
| CZ USTINAD01 | [incoming@ujep.cz](mailto:incoming@ujep.cz)  00420 475 286 272 | <http://www.ujep.cz/en/welcome/international-relations/erasmus.html> |
| SI KOPER03 | See first page of this agreement – part A | [www.upr.si](http://www.upr.si) (section InternationalRelations) |

**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** |
| CZ USTINAD01 | [incoming@ujep.cz](mailto:incoming@ujep.cz)  00420 475 286 272 | <http://www.ujep.cz/en/welcome/international-relations/erasmus.html> |
| SI KOPER03 | See first page of this agreement – part A | [www.upr.si](http://www.upr.si) (section InternationalRelations) |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  (Erasmus code) | **Name, function** | **Date** | **Signature** |
| CZ USTINAD01 | Doc. RNDr. J. Pavlik, CSc.  Dean of Faculty of Science | 22. 7. 2014 |  |
| SI KOPER03 | Prof. Dragan Marušič, Ph.D.  Rector  By authorization no. 1143-26/2014 dated 14. 3. 2014,: Assoc. Prof. Klavdija Kurnar, Ph.D., Dean | 10. 7. 2014 |  |