



# Erasmus+ Programme

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

## **Inter-institutional<sup>1</sup> agreement 2014-20[22]<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)
<b>The Academy of Applied Technical and Preschool Studies</b>	RS NISO06	<i>Institutional Coordinator:</i> <i>Dejan Blagojević Phd.</i> <i><a href="mailto:Dejan.blagojevix@vtsnis.edu.rs">Dejan.blagojevix@vtsnis.edu.rs</a></i>	
<b>UNIVERSITY OF MARIBOR</b> Slomškov trg 15 2000 Maribor Slovenia  <b>Faculty of Education</b> Koroška cesta 160 2000 Maribor, Slovenia	SI MARIBOR01	<b>Head of International Relations Office</b> +386 2 2355 342 <a href="mailto:erasmus@um.si">erasmus@um.si</a>  Urša Segala <b>Erasmus Coordinator</b> <a href="mailto:ursa.segala@um.si">ursa.segala@um.si</a>  Jelena Krivograd <b>Faculty coordinator</b> <a href="mailto:jelena.krivograd@um.si">jelena.krivograd@um.si</a>	<a href="https://www.um.si/en/Pages/default.aspx">https://www.um.si/en/Pages/default.aspx</a>  <a href="http://pef.um.si/en/home/">http://pef.um.si/en/home/</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.

## 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 [total number of months of the study periods or average duration <sup>5</sup> ]	Student Mobility for Traineeships *
RS NISO06	SI MARIBOR01	0112	Training for preschool teachers	1 <sup>st</sup> , 2 <sup>nd</sup>	1 semester (6 months as average duration) maximum: 2 students	t.b.c.
		0112	Training for preschool teachers	1 <sup>st</sup> , 2 <sup>nd</sup>	1 semester (6 months as average duration) maximum: 2 students	t.b.c.
SI MARIBOR01	RS NISO06	0112	Training for preschool teachers	1 <sup>st</sup> , 2 <sup>nd</sup>	1 semester (6 months as average duration) maximum: 2 students	t.b.c.
		0112	Training for preschool teachers	1 <sup>st</sup> , 2 <sup>nd</sup>	1 semester (6 months as average duration) maximum: 2 students	t.b.c.

[\*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.]

<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>)

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
RS NISO06	SI MARIBOR01	0112	Training for preschool teachers	1 staff for 5 days of teaching period, minimum 8 teaching hours per week	1 staff for 5 days
		0112	Training for preschool teachers	1 staff for 5 days of teaching period, minimum 8 teaching hours per week	1 staff for 5 days
SI MARIBOR01	RS NISO06	0112	Training for preschool teachers	1 staff for 5 days of teaching period, minimum 8 teaching hours per week	1 staff for 5 days
		0112	Training for preschool teachers	1 staff for 5 days of teaching period, minimum 8 teaching hours per week	1 staff for 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 <sup>6</sup>	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
RS NISO06		English	English	English B1	English B2
SI MARIBOR01		EN	-	B2	B2

<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>

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

For admission to the University of Maribor in the framework of the Erasmus+ programme, students must follow the application procedure published at the following web page: <http://www.um.si/en/international/erasmus/Pages/Application-procedure-for-Erasmus-students-.aspx>

*[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]
RS NISO06	Nomination deadline: June 1th	Nomination deadline: November 30th
SI MARIBOR01	July 1 – students from EU June 1 – students from non - EU countries	December 1– students from EU November 1 – students from non - EU countries

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

2. The receiving institution will send its decision within 4 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

*[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 2020 will only take effect as of 1 September 2024+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

**University of Maribor:** The ECTS users' guide of University of Maribor is published at the following web page: <http://www.um.si/en/international/erasmus/Pages/ECTS-users-guide.aspx>

#### **ECTS Credits:**

**GRADES:** The Student Exchange Office recommends the following grading equivalency table:

**Nis:** Academy of Applied Technical and Preschool Studies follows the ECTS scheme, which means that ECTS credits are allocated to course units, lectures, practical work, etc. at each department. In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for the period of six months (a term/semester).

Serbian grading system in higher education is based on a 6 to 10 scale, where 6 is the lowest limit of knowledge and 10 is the highest mark.

Academy of Applied Technical and Preschool Studies	ECTS	
	Grade	Predicate
National Grade		
91-100	10	outstanding
81-90	9	excellent
71-80	8	Very good
61-70	7	Better than satisfactory / Satisfactory
51-60	6	Satisfactory
Less than 51	5	Unsatisfactory / Fail

### 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
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RS NISO06	<p><i>Department of Administrative and Economic Activities with Incoming students</i></p> <p>Email; <a href="mailto:bojana.nikolic@pakadem.edu.rs">bojana.nikolic@pakadem.edu.rs</a></p> <p><a href="https://international.akademijanis.edu.rs/undergraduate-professional-studies-pirot/">https://international.akademijanis.edu.rs/undergraduate-professional-studies-pirot/</a></p>	<p><a href="https://international.akademijanis.edu.rs/">https://international.akademijanis.edu.rs/</a></p> <p><a href="https://international.akademijanis.edu.rs/iro-team/">https://international.akademijanis.edu.rs/iro-team/</a></p> <p><a href="mailto:bojana.nikolic@pakadem.edu.rs">bojana.nikolic@pakadem.edu.rs</a></p>
SI MARIBOR01	<p><a href="mailto:erasmus@um.si">erasmus@um.si</a></p> <p>tel.: +386 2 23 55 342</p>	<p><a href="http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx">http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx</a></p>

### 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
RS NISO06	<p><i>Department of Administrative and Economic Activities with Incoming students</i></p> <p>Email; <a href="mailto:bojana.nikolic@pakadem.edu.rs">bojana.nikolic@pakadem.edu.rs</a></p> <p><a href="https://international.akademijanis.edu.rs/undergraduate-professional-studies-pirot/">https://international.akademijanis.edu.rs/undergraduate-professional-studies-pirot/</a></p>	<p><a href="https://international.akademijanis.edu.rs/">https://international.akademijanis.edu.rs/</a></p> <p><a href="https://international.akademijanis.edu.rs/iro-team/">https://international.akademijanis.edu.rs/iro-team/</a></p> <p><a href="mailto:bojana.nikolic@pakadem.edu.rs">bojana.nikolic@pakadem.edu.rs</a></p>
SI MARIBOR01	<p><a href="mailto:erasmus@um.si">erasmus@um.si</a></p> <p>tel.: +386 2 23 55 342</p>	<p><a href="http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx">http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx</a></p>

### 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
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RS NISO06	<p><i>Department of Administrative and Economic Activities with incoming students</i></p> <p>Email; <a href="mailto:bojana.nikolic@pakadem.edu.rs">bojana.nikolic@pakadem.edu.rs</a></p> <p><a href="https://international.akademijanls.edu.rs/undergraduate-professional-studies-pirot/">https://international.akademijanls.edu.rs/undergraduate-professional-studies-pirot/</a></p>	<p><a href="https://international.akademijanls.edu.rs/">https://international.akademijanls.edu.rs/</a></p> <p><a href="https://international.akademijanls.edu.rs/iro-team/">https://international.akademijanls.edu.rs/iro-team/</a></p> <p><a href="mailto:bojana.nikolic@pakadem.edu.rs">bojana.nikolic@pakadem.edu.rs</a></p>
SI MARIBOR01	<p><a href="mailto:erasmus@um.si">erasmus@um.si</a></p> <p>tel.: +386 2 23 55 342</p>	<p><a href="http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx">http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx</a></p>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
RS NISO06	Prof. Srdjan Jovkovic	27. 10. 2020	
SI MARIBOR01	University of Maribor: prof. dr. Zdravko Kačič, Rector	27 -10- 2020	

<sup>7</sup> Scanned signatures are accepted