

АКАДЕМИЈА ТЕХНИЧКО-ВАСПИТАЧКИХ
СТРУКОВНИХ СТУДИЈАБр. 01-1/458-224.05.2022 год.
НИШ

Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

1

The institutions 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, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Information in highlight are instructions and should be deleted before signing the agreement.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
23.05.2022	[2021/2022]	[2021]
30.09.2029	[2028/2029]	[2027]

* One of the two options should be selected.

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
Academy of Applied Technical and Preschool Studies Akademija tehničko-vaspitackih strukovnih studija	RS NISO06 PIC: 897137675	Akademija tehničko-vaspitačkih strukovnih studija – Odsek Niš Aleksandra Medvedeva 20, 18000 Niš, Serbia Phone: +381 18 588211 Fax: +381 18 588210 E-mail: info@akademijanis.edu.rs Srđan Jovković , PhD Professor of vocational studies Presodent of academy Niš Milica Stankovic , PhD Professor of applied studies Erasmus coordinator E-mail: milica.stankovic@akademijanis.edu.rs Erasmus International Mobility Office E-mail: international@akademijanis.edu.rs	General information: https://international.akademijanis.edu.rs/ Courses catalogue: https://international.akademijanis.edu.rs/department-nis/ https://international.akademijanis.edu.rs/department-pirot/ https://international.akademijanis.edu.rs/department-vranje/
University of Tourism and Management. Skopje The Republic of North Macedonia	Mksk15 PIC: 947017209	University of Tourism and management vo Skopje Bul. Partizanski odredi 99, Skopje, 1000	

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Phone: +389 23093209 Fax: +389 23093213 E-mail: contact@utms.edu.mk	
		Institutional Coordinator; General Secretary. Dr. Jana Ilieva Tel: +389 71 227 328 E-mail: j.kukeska@utms.edu.mk	
		Contact Person Project Manager M-r Beti Delovska Tel : +389 70 20 41 31 E-mail : b.delovska@utms.edu.mk	

B. Mobility numbers³ 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 (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
RS NISO06	MKSKOPJE15	041	Business and administration		1 st , 2 nd	7	5	3	3
MKSKOPJE15	RS NISO06	041	Business and administration		1 st , 2 nd	7	5	3	3

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

RS NISO06	MKSKOPJE15	0311	Economic		1 st , 2 nd	7	5	3	3
MKSKOPJE15	RS NISO06	0311	Economic		1 st , 2 nd	7	5	3	3

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
RS NISO06	MKSKOPJE15	041	Business and administration	4	4	2	2
MKSKOPJE15	RS N1006	041	Business and administration	4	4	2	2
RS NISO06	MKSKOPJE15	0311	Economic	4	4	2	2
MKSKOPJE15	RS N1006	0311	Economic	4	4	2	2

[* Optional columns can be deleted if not applicable. 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 can be indicated if relevant.]

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RS NISO06		English	Serbian	B1	B2
MKSKOPJE15		English		B1	B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
RS NISO06	June 1 st	December 1 st
MKSKOPJE15	June 1 st	December 1 st

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
RS NISO06	July 1 st	November 1 st
MKSKOPJE15	July 1 st	November 1 st

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
RS NISO06	Aleksandra Medvedeva 20, 18000 Niš, Serbia Phone: +381 18 588211 Fax: +381 18 588210 E-mail: info@akademijanis.edu.rs Erasmus International Mobility Office E-mail:	https://international.akademijanis.edu.rs/

⁴ 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>

	international@akademijanis.edu.rs	
MKSKOPJE15	Bul. Partizanski odredi 99, Skopje, 1000 Phone: +389 2 3093209 Fax: +389 2 3093213 E-mail: contact@utms.edu.mk Erasmus+ Coordinator: E-mail: j.kukeska@utms.edu.mk b.delovska@utms.edu.mk	https://utms.edu.mk

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
RS NISO06	Academic requirements CV Motivation letter Other	- Number of ECTS credits completed - Subject area code - ISCED - EQF level	https://international.akademijanis.edu.rs/documents/
MKSKOPJE15	Academic requirements CV Motivation letter Other documents		https://utms.edu.mk/en/charter-for-erasmus-en

The receiving institution will send its decision within [x] weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
RS NISO06	- Reduced mobility - Hearing impairments - Visual impairments		Aleksandra Medvedeva 20, 18000 Niš, Serbia Phone: +381 18 588211	https://international.akademijanis.edu.rs/

			Fax: +381 18 588210 E-mail: info@akademijanis.edu.rs Erasmus International Mobility Office E-mail: international@akademijanis.edu.rs	
MKSKOPJE15			Bui. Partizanski odredi 99, Skopje, 1000 Phone: +389 2 3093209 Fax: +389 2 3093213 E-mail: contact@utms.edu.mk Erasmus+ Coordinator: E-mail: j.kukeska@utms.edu.mk b.delovska@utms.edu.mk	

F. Information

1. 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
RS NISO06	Academy of Applied Technical and Preschool Studies Erasmus International Mobility Office Aleksandra Medvedeva 20, 18000 Nis, Republic of Serbia T: +381 18 588211 Fax: +381 18 588210 E-mail: info@akademijanisnis.edu.rs international@akademijanisnis.edu.rs	http://international.akademijanis.edu.rs/ http://international.akademijanis.edu.rs/for-students/ http://international.akademijanis.edu.rs/for-staff/

MKSKOPJE15	Bul. Partizanski odredi 99, Skopje, 1000 Phone: +389 2 3093209 Fax: +389 2 3093213 E-mail: contact@utms.edu.mk Erasmus+ Coordinator: E-mail: b.delovska@utms.edu.mk	https://utms.edu.mk/en/inbound-mobility/accommodation

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
RS NISO06	Academy of Applied Technical and Preschool Studies Erasmus International Mobility Office Aleksandra Medvedeva 20, 18000 Nis, Republic of Serbia T: +381 18 588211 Fax: +381 18 588210 E-mail: info@akademijanisis.edu.rs international@akademijanisis.edu.rs	http://international.akademijanisis.edu.rs/ http://international.akademijanisis.edu.rs/for-students/ http://international.akademijanisis.edu.rs/for-staff/
MKSKOPJE15	Bul. Partizanski odredi 99, Skopje, 1000 Phone: +389 2 3093209 Fax: +389 2 3093213 E-mail: contact@utms.edu.mk Erasmus+ Coordinator: E-mail: j.kukeska@utms.edu.mk b.delovska@utms.edu.mk	https://utms.edu.mk/en/inbound-mobility/residence-in-the-republic-of-macedonia

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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	Academy of Applied Technical and Preschool Studies Erasmus International Mobility Office Aleksandra Medvedeva 20, 18000 Nis, Republic of Serbia T: +381 18 588211 Fax: +381 18 588210 E-mail: info@akademijansnis.edu.rs international@akademijansnis.edu.rs	http://international.akademijanis.edu.rs/ http://international.akademijanis.edu.rs/for-students/ http://international.akademijanis.edu.rs/for-staff/
MKSKOPJE15	Bul. Partizanski odredi 99, Skopje, 1000 Phone: +389 2 3093209 Fax: +389 2 3093213 E-mail: contact@utms.edu.mk Erasmus+ Coordinator: E-mail: j.kukeska@utms.edu.mk b.delovska@utms.edu.mk	https://utms.edu.mk/en/inbound-mobility/insurance

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
RS NISO06		Academy of Applied Technical and Preschool Studies Erasmus International Mobility Office Aleksandra Medvedeva 20, 18000 Nis, Republic of Serbia T: +381 18 588211 Fax: +381 18 588210 E-mail: info@akademijansnis.edu.rs international@akademijansnis.edu.rs	http://international.akademijanis.edu.rs/ https://international.akademijanis.edu.rs/recognition-procedure/
MKSKOPJE15		Bul. Partizanski odredi 99, Skopje, 1000 Phone: +389 2 3093209	

		Fax: +389 2 3093213 E-mail: contact@utms.edu.mk	
		Erasmus+ Coordinator: E-mail: j.kukeska@utms.edu.mk b.delovska@utms.edu.mk	

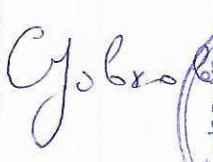

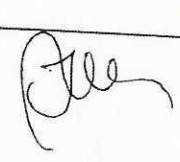
A Transcript of Records will be issued by the receiving institution no later than [xx] weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

Any other information regarding the terms of the agreement (optional)

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 20XX will only take effect as of 1 September 20XX+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."]

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
RS NISO06	Srdan Jovković, PhD Professor of applied studies President of the Academy of Applied Technical and Preschool Studies Beogradska 18, 18000 Niš, Serbia	May 23 rd 2022	 
MKSKOPJE15	Jana Ilieva, PhD General Secretary University of Tourism and Management Skopje	May 23 rd 2022	

⁵ Scanned signatures are accepted