



# Erasmus+ Programme

## Key Action 1

### - Mobility for learners and staff - Higher Education Student and Staff Mobility

## Inter-institutional<sup>1</sup> agreement 2019/20 -2020/21 between programme countries [Minimum requirements]<sup>2</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

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
Univerza v Ljubljani (University of Ljubljana)	SI LJUBLJA01	Erasmus Institutional Coordinator: Bibi Ovaska Presetnik, Kongresni trg 12, 1000 Ljubljana Tel: +386 1 2418 594 E-mail: <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a>  Erasmus Faculty Coordinator: Roman Globokar Poljanska 4, 1000 Ljubljana Tel: +386 31 257 802 E-mail: <a href="mailto:roman.globokar@teof.uni-lj.si">roman.globokar@teof.uni-lj.si</a>	<a href="https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/program_erasmus_plus/">https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/program_erasmus_plus/</a>  <a href="https://www.teof.uni-lj.si/mednarodno/erasmus">https://www.teof.uni-lj.si/mednarodno/erasmus</a>
University of Erfurt,	D ERFURT05	Institutional Coordinator: Manuela LINDE Head of International Office	Website for incoming exchange students:

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

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Germany		<p>University of Erfurt Nordhaeuser Strasse 63 99089 Erfurt Germany</p> <p>Tel. +49 361 737 5031 Fax +49 361 737 5039 E-mail: <a href="mailto:manuela.linde@uni-erfurt.de">manuela.linde@uni-erfurt.de</a></p> <p>Departmental Coordinator: Prof. Dr. Julia Knop Faculty of Catholic Theology University of Erfurt Nordhaeuser Strasse 63 99089 Erfurt Germany</p> <p>Tel. +49 361 737 2541 Fax +49 361 737 2509 E-mail: <a href="mailto:julia.knop@uni-erfurt.de">julia.knop@uni-erfurt.de</a></p>	<p>German: <a href="http://www.uni-erfurt.de/international/incoming/teilstudium/">http://www.uni-erfurt.de/international/incoming/teilstudium/</a></p> <p>English: <a href="http://www.uni-erfurt.de/en/international/incoming/exchange-students/">http://www.uni-erfurt.de/en/international/incoming/exchange-students/</a></p> <p>Course catalogue: <a href="http://sulwww.uni-erfurt.de/PublicServices/Veranstaltungsverzeichnis/default.aspx">http://sulwww.uni-erfurt.de/PublicServices/Veranstaltungsverzeichnis/default.aspx</a></p>
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## B. Mobility numbers per 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]	
SI LJUBLJA01	D ERFURT05	0221	Religion and Theology	1 <sup>st</sup> 2 <sup>nd</sup> , 3 <sup>rd</sup>	3 x 5 (15)	Only individual agreement
D ERFURT05	SI LJUBLJA01	0221	Religion and Theology	1 <sup>st</sup> 2 <sup>nd</sup> , 3 <sup>rd</sup>	3 x 5 (15)	Only individual agreement

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 *  [total number of days of teaching periods]	
SI LJUBLJA01	D ERFURT05	0221	Religion and Theology	14 (2 persons)	14 (2 persons), only individual agreement



D ERFURT05	SI LJUBLJA01	0221	Religion and Theology	14 (2 persons)	14 (2 persons), only individual agreement
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### 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>4</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
SI LJUBLJA01		Slovene	English	B2 No certificate required for admission	B2 English
D ERFURT05		German	English	German B1	German or English B2

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

**SI LJUBLJA01:** /

**DE ERFURT05:** /

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
SI LJUBLJA01	15 May	15 November
D ERFURT05	15 June	30 November

2. The receiving institution will send its decision within 4 weeks.

<sup>4</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>

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

If one of the partners wishes to modify or terminate the agreement, they have to inform the partner 1 year in advance before the changes in the agreement take place. 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

#### SI LJUBLJA01:

Grade	Grade description
10	Exceptional knowledge without or with negligible faults
9	Very good knowledge with some minor faults
8	Good knowledge with certain faults
7	Solid knowledge but with several faults
6	Knowledge only meets minimal criteria
5	Knowledge does not meet minimal criteria
A student passes the exam if he/she is graded from 6 to 10.	
Study requirements may also be evaluated with grades: passed with distinction, passed or failed.	

#### D ERFURT05:

1	„very good“	= an excellent performance
2	„good“	= a performance which is considerably above the average requirements
3	„satisfactory“	= a performance which meets the average requirements
4	„sufficient“	= a performance which still meets the requirements, despite its shortcomings
5	„insufficient“	= a performance which fails to meet the requirements on account of considerable shortcomings

The grading scale has five grades, which means that, including the intermediate grades, 10 pass grades (from 1.0 to 4.0) and one failure grade (5.0) can be awarded. Intermediate grades can be awarded in order to provide a finer differentiation of the grading of the performance. This is done by raising or lowering the individual grades by 0.3. However, the grades 0.7, 4.3, 4.7 and 5.3 cannot be awarded.

### 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
SI LJUBLJA01	Erasmus Institutional Coordinator: Bibi Ovaska Presetnik, Kongresni trg 12, 1000 Ljubljana Tel: +386 1 2418 594 E-mail: <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a>	<a href="https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/">https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/</a>
D ERFURT05	International Office University of Erfurt Nordhaeuser Strasse 63 99089 Erfurt Germany  Tel. +49 361 737 5030 Fax +49 361 737 5039 E-mail: <a href="mailto:international@uni-erfurt.de">international@uni-erfurt.de</a>	German: <a href="http://www.uni-erfurt.de/International/incoming/praktische-hinweise/#c13949">http://www.uni-erfurt.de/International/incoming/praktische-hinweise/#c13949</a>  English: <a href="http://www.uni-erfurt.de/en/international/incoming/general-information-for-studying-and-living-in-erfurt/#c14597">http://www.uni-erfurt.de/en/international/incoming/general-information-for-studying-and-living-in-erfurt/#c14597</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
SI LJUBLJA01	Erasmus Institutional Coordinator: Bibi Ovaska Presetnik, Kongresni trg 12, 1000 Ljubljana Tel: +386 1 2418 594 E-mail: <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a>	<a href="https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/">https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/</a>
D ERFURT05	International Office University of Erfurt Nordhaeuser Strasse 63 99089 Erfurt Germany  Tel. +49 361 737 5030 Fax +49 361 737 5039 E-mail: <a href="mailto:international@uni-erfurt.de">international@uni-erfurt.de</a>	German: <a href="http://www.uni-erfurt.de/international/incoming/praktische-hinweise/#c13947">http://www.uni-erfurt.de/international/incoming/praktische-hinweise/#c13947</a>  English: <a href="http://www.uni-erfurt.de/en/international/incoming/general-information-for-studying-and-living-in-erfurt/#c14596">http://www.uni-erfurt.de/en/international/incoming/general-information-for-studying-and-living-in-erfurt/#c14596</a>

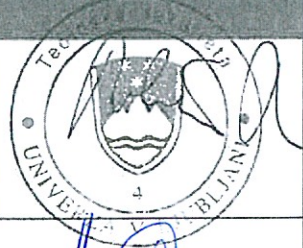

#### 4. Housing

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
SI LJUBLJA01	Erasmus Institutional Coordinator: Bibi Ovaska Presetnik, Kongresni trg 12, 1000 Ljubljana Tel: +386 1 2418 594 E-mail: <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a>	<a href="https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/">https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/</a>
D ERFURT05	Studentenwerk Thüringen Anstalt des öffentlichen Rechts Philosophenweg 22 07743 Jena  Tel. +49 361-7371821 Fax +49 361-7371991 E-Mail: <a href="mailto:wef@stw-thueringen.de">wef@stw-thueringen.de</a>	German: <a href="http://www.stw-thueringen.de/deutsch/wohnen/bewerbung-wohnplatz/bewerbung-auf-wohnplatz-neu.html">http://www.stw-thueringen.de/deutsch/wohnen/bewerbung-wohnplatz/bewerbung-auf-wohnplatz-neu.html</a>  English: <a href="http://www.stw-thueringen.de/english/housing/application-for-accommodation/bewerbung-auf-wohnplatz-neu.html">http://www.stw-thueringen.de/english/housing/application-for-accommodation/bewerbung-auf-wohnplatz-neu.html</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
SI LJUBLJA01	Prof. Dr. Robert Petkovšek Dean	5.7.2019	
D ERFURT05	Prof. Dr. Heike Grimm Vice President of International Affairs	24.07.19	

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<sup>5</sup> Scanned signatures are accepted