



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2017-2021 between programme countries

[Minimum requirements]²

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 ³ (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: student.office@uni-lj.si Erasmus Faculty Coordinator: Roman Globokar Poljanska 4, 1000 Ljubljana Tel: +386 31 257 802 E-mail: roman.globokar@teof.uni-lj.si	https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/program_erasmus_plus/ https://www.teof.uni-lj.si/mednarodno/erasmus

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

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

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

University of Zadar Department of Religious Sciences	HR ZADAR01	Erasmus Institutional Coordinator: Maja Kolega, Head of the International Relations Office, University of Zadar Mihovila Pavlinovića 1, 23 000 Zadar (Croatia) Phone: +385 23 200 642 Fax: +385 23 316 882 E-mail: mkolega@unizd.hr Departmental Coordinators: http://www.unizd.hr/eng/international-relations/student-mobility/erasmus-coordinators-at-departments	International Relations Office: http://www.unizd.hr/InternationalRelations/InternationalRelationsOffice/tabid/5277/language/en-US/Default.aspx Course Catalogue: http://www.unizd.hr/InternationalRelations/Studentmobility/CourseCatalogue/tabid/5381/language/en-US/Default.aspx International Student Guide: http://www.unizd.hr/Portals/0/ms/md/en/Guide_2017_2018_web.pdf?ver=2017-08-29-133529-987 Departmental Pages: http://www.unizd.hr/eng/international-relations/student-mobility/course-catalogue/course-catalogue-by-departments
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B. Mobility numbers⁴ per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	<i>Subjec t area code</i> * [ISCED]	<i>Subject area name</i> *	<i>Study cycle [short cycle, 1st, 2nd or 3rd] *</i>	Number of student mobility periods	
					Student Mobility for Studies	<i>Student Mobility for Traineeships</i> *
					<i>[total number of months of the study periods]</i>	
SI LJUBLJA01	HR ZADAR01	0221	Religion and Theology	1 st , 2 nd , 3 rd	3 x 5 (15)	Only by individual agreement

⁴ 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>)

HR ZADAR01	SI LJUBLJA01		Religion and Theology	1 st , 2 nd , 3 rd	3 x 5 (15)	Only by individual agreement
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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 of teaching periods]	Staff Mobility for Training *
SI LJUBLJA01	HR ZADAR01	0221	Religion and Theology	14 (2 persons)	7 (1 person)
HR ZADAR01	SI LJUBLJA01	0221	Religion and Theology	14 (2 persons)	7 (1 person)

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies	Staff Mobility for Teaching
SI LJUBLJA01		Slovene	English	B2 No certificate required for admission	B2 English
HR ZADAR01		Croatian	English/Other language of instruction	B2: English/ Other language of instruction	B2 – C1: English/ Other language of instruction

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁵ 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>

HR ZADAR01:

For all about the language requirements please visit the web page:

<http://www.unizd.hr/eng/international-relations/student-mobility/language-requirements>

D. Additional requirements

SI LJUBLJA01

HR ZADAR01:

Staff Mobility for Training and for Teaching: the University of Zadar welcomes applications from foreign Staff for a training/teaching period; however it is at the discretion of the department concerned whether or not to accept a staff visitor.

The training period cannot be scheduled during the summer break (during July and August). The teaching period cannot be scheduled during the summer break and exam periods (during June, July, August, September and February). For more information please visit the web page: <http://www.unizd.hr/eng/international-relations/staff-mobility>

Student Mobility for Traineeships: for all the requirements please visit the web page: <http://www.unizd.hr/eng/international-relations/student-mobility/erasmus-plus-internship-at-university-of-zadar>

Student Mobility for Studies: for all the requirements please visit the web page: <http://www.unizd.hr/eng/international-relations/student-mobility/admission-procedure>

Students with disabilities:

Although University of Zadar has infrastructure to host students and staff with disabilities (accommodation, classroom access, etc.), depending on the nature of the disability, we strongly advise to provide as much information ahead of time in order to inform the student/staff of the feasibility of the mobility. For more information contact: savjetovaliste@unizd.hr or visit the web page: <http://www.unizd.hr/studentisinvaliditetom/english>

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
HR ZADAR01	Nomination deadline:	Nomination deadline:

	15 th April Application deadline: 15 th May	15 th October Application deadline: 15 th November
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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 4 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.

Academic calendar:

HR ZADAR01:

http://www.unizd.hr/Portals/0/ms/md/en/Academic_calendar_2018_2019.pdf

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.	

HR ZADAR01:

http://www.unizd.hr/Portals/0/ms/md/en/PO_EXPLANATION_OF_GRADING_SYSTEM.pdf

UNIZD grading scale	ECTS grading scale	
<i>Izvrstan (5)</i>	<i>A</i>	<i>EXCELLENT</i>
<i>Vrlo dobar (4)</i>	<i>B</i>	<i>VERY GOOD</i>
<i>Dobar (3)</i>	<i>C</i>	<i>GOOD</i>
<i>Dovoljan (2)</i>	<i>D / E</i>	<i>SATISFACTORY / SUFFICIENT</i>
<i>Nedovoljan (1)</i>	<i>F / FX</i>	<i>FAIL</i>

* UNIZD Transcript of Records includes an explanation of the institutional grading system with respect to the ECTS grading system.

The minimum passing grade is 2 (pass, sufficient).

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: student.office@uni-lj.si	https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/
HR ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/practical-information

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: student.office@uni-lj.si	https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/
HR ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/practical-information

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: student.office@uni-lj.si	https://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/
HR ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
SI LJUBLJA01	Prof. Dr. Robert Petkovšek	18.12.2018	

⁶ Scanned signatures are accepted

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HR ZADAR01	Associate Professor Slaven Zjalić, PhD Vice Rector for Inter-institutional Cooperation and Transfer of Technologies	14/12/2018	 

KLASA: 605-01/18-02/20
URBROJ: 2198-1-79-03/18-15