

Erasmus⁺ Programme

Inter-institutional agreement 2014/15-2020/21

Higher Education Student and Staff Mobility

–Mobility for learners and staff (Key Action 1)–

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

Univerza v Ljubljani SI Ljubljana 01	University of Zagreb HR Zagreb01
Institutional Coordinator¹: Ms. Katja Cerjak, Head of the International Office phone: +386 1 2418 590 e-mail: katja.cerjak@uni-lj.si	Institutional Coordinator¹: Tajana Nikolić (Ms), erasmus.coordinator@unizg.hr , International Relations Office, University of Zagreb, Trg marsala Tita 14, 10000 Zagreb, Tel. +385-1-46-98-165, Fax: + 385 1 4698-165, E-mail: http://www.international.unizg.hr
Contact Details for Student Mobility / Nomination: Ms. Bibi Ovaska Presetnik, outgoing students phone: +386 1 2418 594 e-mail: student.office@uni-lj.si Ms. Helena Deršek Štuhec, incoming students phone: +386 1 2418 592 e-mail: intern.office@uni-lj.si Contact Details for Staff Mobility (if applicable): Ms. Urška Ravnik, Erasmus internships phone: +386 1 2418 572 e-mail: urska.ravnik@uni-lj.si	Contact Details for Student Mobility / Nomination: Željka Pitner, International Relations Office, University of Zagreb, Trg marsala Tita 14, 10000 Zagreb, Tel: 01/4698 - 105 e-mail: incoming@unizg.hr Contact Details for Staff Mobility (if applicable): Renata Hranjec, International Relations Office, University of Zagreb, Trg marsala Tita 14, 10000 Zagreb, tel.: 46-98-102 e-mail: staff@unizg.hr
Departmental Coordinator: FACULTY OF THEOLOGY add: Poljanska c. 4, 1000 Ljubljana, tel: +386 1 4345 810, +386 1 4345 820, +386 1 4345 818 fax: +386 1 4345 854 home page: Faculty of Theology Branko Klun, Univ.-Prof. Dr. e-mail: branko.klun@teof.uni-lj.si	Departmental Coordinator: Nenad Malovic, Assistant Professor, Vice-dean for science, Catholic Faculty of Theology, nenad.malovic@vz.t-com.hr Danijel Tolvajcic, Assistant Professor, ECTS coordinator, Catholic Faculty of Theology, dtolvajcic@net.hr

B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months
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¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

					SMS ²	SMT ³
SI LJUBLJA01	HR Zagreb01	221 (08.2)	Religion (Catholic Theology)	BA MA PhD	2 x 5 (total 10 months)	0/0
HR Zagreb01	SI LJUBLJA01	221 (08.2)	Religion (Catholic Theology)	BA MA PhD	2 x 5 (total 10 months)	0/0

FROM	TO	Subject area	Subject area name	Total Number of staff mobility/Total number of days	
		ISCED	ISCED	STA ⁴	STT ⁵
SI LJUBLJA01	HR Zagreb01	221 (08.2)	Religion (Catholic Theology)	2 x 5 days	0/0
HR Zagreb01	SI LJUBLJA01	221 (08.2)	Religion (Catholic Theology)	2 x 5 days	0/0

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	Optional Subject area ISCED	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
HR Zagreb01	221 (08.2)	Croatian	English Slovenian	B2	B2
SI LJUBLJA01	221 (08.2)	Slovenian B2	English Croatian	B2	B2

If applicable, please indicate the required type and score of standardized language tests:
HR Zagreb01:

E. Calendar

1. Nomination deadlines:

Receiving institution	Winter term ⁶ [month]	Summer term ⁷ [month]
SI LJUBLJA01	May 15 for winter semester/full year	November 15 for summer semester

² Student Mobility for Studies

³ Student Mobility for Traineeship

⁴ Staff Mobility for Teaching

⁵ Staff Mobility for Training

⁶ To be adapted in case of a trimester system.

⁷ To be adapted in case of a trimester system.

HR Zagreb 01	May 10th	November 10 th
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2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
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 this agreement or changes in the data set above can be amended annually, if communicated before December 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

SILJUBLJ01: we accept all students nominated by our partner institutions. Official letters of acceptance will be sent to the students within 6 weeks after the deadline for application.

Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished.

Termination of agreement: this agreement will be in effect for the full duration of the ERASMUS+ Programme. In case of premature termination, a notice of at least one academic year will 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

SI LJUBLJA01		HR Zagreb01
WWW for Incoming Students	http://www.uni-lj.si/mednarodno_sodelovanje_in_izmenjave/international_relations/	http://international.unizg.hr/international_students
WWW Course Catalogue	http://www.teof.uni-lj.si/?viewPage=155	http://www.kbf.unizg.hr/red_predavanja/red_predavanja_12/
Housing ⁸	http://www.teof.uni-lj.si/uploads/Erasmus_B_for_students.pdf	http://international.unizg.hr/international_students/exchange_students/student_services/housing
Contact details		vlado.levak@sczg.hr
WWW Visa Information ⁹	http://www.teof.uni-lj.si/uploads/Erasmus_B_for_students.pdf	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb
Contact details		incoming@unizg.hr
WWW Insurance Information ¹⁰	http://www.teof.uni-lj.si/uploads/Erasmus_B_for_students.pdf	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb
Contact details		incoming@unizg.hr



⁸ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

⁹ 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 ECHE.

¹⁰ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

ECTS Users' Guide ¹¹	http://www.teof.uni-lj.si/uploads/Erasmus B for students.pdf	http://international.unizg.hr/international_students/exchange_students/academic information
WWW Students and Staff with Disabilities Contact details		http://international.unizg.hr/international_students/exchange_students/student services incoming@unizg.hr

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹²
SI LJUBLJA01	Red. prof. dr. Christian Gostečnik OFM, Dean	28. 11. 2013	
HR Zagreb01	Dr. Tonči Matulić, Dean	26.11.2013.	



¹¹ Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹² Scanned signatures are accepted