



# Erasmus+ Programme

## Key Action 1

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

## Inter-institutional agreement 2014-20[21] between programme countries

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	Erasmus code	Contact details <sup>1</sup> (email, phone, website)
University of Rijeka	HR RIJEKA01	Maša Šašinka, Institutional Erasmus Coordinator, International Relations Office, University of Rijeka, Trg braće Mažuranića 10, 51000 Rijeka, Croatia, Tel: 00385 (51) 406 528, <a href="mailto:masa@uniri.hr">masa@uniri.hr</a> ; <a href="http://www.uniri.hr">www.uniri.hr</a> Assoc. Prof. Barbara Karleuša, PhD., Vice-Dean, Faculty of Civil-Engineering, Radmile Matejčić 3, 51000 Rijeka, Croatia, Tel: 00385 (51) 265 905, <a href="mailto:barbara.karleusa@uniri.hr">barbara.karleusa@uniri.hr</a>
Univerza v Ljubljani (University of Ljubljana) Faculty of Civil and Geodetic Engineering	SI LJUBLJA 01	Institutional coordinator: Katja Cerjak <a href="mailto:katja.cerjak@uni-lj.si">katja.cerjak@uni-lj.si</a> +386-1-241-85-92 Departmental coordinator: Alma Zavodnik Lamovšek <a href="mailto:alma.zavodnik@fgg.uni-lj.si">alma.zavodnik@fgg.uni-lj.si</a> +386-1-4768-500

### B. Mobility numbers per academic year<sup>2</sup>

FROM [Erasmus]	TO [Erasmus]	Subject area	Subject area name	Study cycle	Number of students / Number of months
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<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</sup> 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.



code of the sending institution]	code of the receiving institution]	code [ISCED]		[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Student Mobility for Studies	Student Mobility for Traineeships
HR RIJEKA01	SI LJUBLJA01	06.4	Civil Engineering	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	3 (12)	
SI LJUBLJA01	HR RIJEKA01	06.4	Civil Engineering	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	3 (12)	

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 / Number of days	
				Staff Mobility for Teaching	Staff Mobility for Training
HR RIJEKA01	SI LJUBLJA01	06.4	Civil Engineering	2 (10)	
SI LJUBLJA01	HR RIJEKA01	06.4	Civil Engineering	2 (10)	

### 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>3</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
HR RIJEKA01	06.4	English	Croatian	B2	B2
SI LJUBLJA01		Slovenian	English	B2	B2

### D. Additional requirements

<sup>3</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>



[To be completed if necessary]

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
HR RIJEKA01	10 <sup>th</sup> June	10 <sup>th</sup> November
SI LJUBLJA01	May 15	November 15

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

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. 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

[http://www.uniri.hr/index.php?option=com\\_content&view=category&layout=blog&id=173&Itemid=213&lang=en](http://www.uniri.hr/index.php?option=com_content&view=category&layout=blog&id=173&Itemid=213&lang=en)

### 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
HR RIJEKA01	<a href="mailto:international@uniri.hr">international@uniri.hr</a> <a href="mailto:vize@mvep.hr">vize@mvep.hr</a>	<a href="http://www.uniri.hr">www.uniri.hr</a> <a href="http://www.mvep.hr/en/">www.mvep.hr/en/</a>
SI LJUBLJA01	<i>Incoming:</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx">http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx</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:

<b>Institution n [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
HR RIJEKA01	<a href="mailto:international@uniri.hr">international@uniri.hr</a> <a href="mailto:hzz@hzz.hr">hzz@hzz.hr</a>	<a href="http://www.uniri.hr">www.uniri.hr</a> <a href="http://www.hzz.hr">www.hzz.hr</a>
SI LJUBLJA01	<i>incoming</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> , Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx">http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx</a>

### **4. Housing**

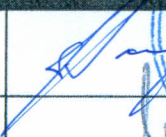

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

<b>Institution n [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
HR RIJEKA01	<a href="mailto:ikastrapeli@uniri.hr">ikastrapeli@uniri.hr</a> <a href="mailto:lpanjkovic@uniri.hr">lpanjkovic@uniri.hr</a>	<a href="http://ssa.uniri.hr/en/">http://ssa.uniri.hr/en/</a>
SI LJUBLJA01	<a href="mailto:Intern.Office@uni-lj.si">Intern.Office@uni-lj.si</a> Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx">http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx</a>

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



Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
HR RIJEKA01	Prof. Pero Lučin, PhD., Rector	22/10/13	
SI LJUBLJA01	Prof. Dr. Matjaž Mikoš, Dean*	15. 10. 2013	



<sup>4</sup> Scanned signatures are accepted

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