



# Erasmus+ Programme

## Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

### Inter-institutional agreement 2016-2021 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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF LJUBLJANA Academy of Theatre, Radio, Film and Television	SI LJUBLJA01	<u>Faculty coordinator:</u> Name: Tomaž Gubenšek, Prof. Tel: +386 1 251 04 12 E-mail: <a href="mailto:tomaz.gubensek@agrft.uni-lj.si">tomaz.gubensek@agrft.uni-lj.si</a>  <u>Head of International Office:</u> Name: Darja Markoja, M.A. Tel: +386 1 251 04 12 E-mail: <a href="mailto:darja.markoja@agrft.uni-lj.si">darja.markoja@agrft.uni-lj.si</a>	<a href="http://www.uni-lj.si/en/mobility_programmes/contacts.aspx">http://www.uni-lj.si/en/mobility_programmes/contacts.aspx</a>  <a href="http://www.agrft.uni-lj.si/">http://www.agrft.uni-lj.si/</a>
University of Rijeka	HR RIJEKA01	Maša Šašinka, Institutional Erasmus Coordinator, International Relations Office, University of Rijeka, Trg braće Mažuranića 10, 51000	<a href="http://www.uniri.hr">www.uniri.hr</a>

		<p>Rijeka, Croatia, Tel: 00385 (51) 584 840, <a href="mailto:international@uniri.hr">international@uniri.hr</a>;</p> <p>Academy of Applied Arts coordinators:</p> <p>Assist prof. Melinda Kostelac, MA, vic dean of Academy Affairs, Academy of Applied Arts <a href="mailto:melindakostelac@gmail.com">melindakostelac@gmail.com</a></p> <p>Assist. Prof. Celestina Vičević, PhD, faculty erasmus coordinator <a href="mailto:Celestina.vicevic@gmail.com">Celestina.vicevic@gmail.com</a></p>	
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### B. Mobility numbers<sup>1</sup> 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 * [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	
					Students	Student months (=sum)
SI LJUBLJA01	HR RIJEKA01	0215	Music and Performing Arts	1	2 x 3 months	1 x 3 months
HR RIJEKA01	SI LJUBLJA01	0215	Music and Performing Arts	1	2 x 3 months	1 x 3 months

<sup>1</sup> 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>)



\*Optional: subject area code & name and study cycle are optional.  
<http://www.uis.unesco.org/Education/Documents/iscid-37c-fos-review-222729e.pdf> (16-18 pg.)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subj ect area code * [ISCED] D]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching  [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
SI LJUBLJA01	HR RIJEKA01	0215	Music and Performing Arts	2 x 8 hours per mobility	2 x 8 hours per mobility
HR RIJEKA01	SI LJUBLJA01	0215	Music and Performing Arts	2 x 8 hours per mobility	2 x 8 hours per mobility

### 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 <sup>2</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SI LJUBLJA01		Slovene	English	B2	B2
HR RIJEKA01		English	croatian	B2	B2

<sup>2</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>

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

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

*University of Ljubljana accepts students with disabilities after the consultations with Faculty International Offices.*

## 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	May 15	November 15
HR RIJEKA01	10 <sup>th</sup> June	10 <sup>th</sup> November

2. The receiving institution will send its decision within 8 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

*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."*

## F. Information

### 1. Grading systems of the institutions

[http://www.uni-lj.si/en/mobility\\_programmes/incoming\\_students.aspx](http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx)

[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
SI LJUBLJA01	<i>Incoming:</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> Tel: 00 3861 2418592  <i>Outgoing:</i> <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a> Tel: 00 386 1 2418594	<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>
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>

## 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	<i>Incoming:</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> Tel: 00 3861 2418592  <i>Outgoing:</i> <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a> Tel: 00 386 1 2418594	<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>
HR RIJEKA01	<a href="mailto:international@uniri.hr">international@uniri.hr</a>	<a href="http://www.uniri.hr">www.uniri.hr</a> <a href="http://www.hzzo.hr">www.hzzo.hr</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	<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>
HR RIJEKA01	<a href="mailto:ssa@uniri.hr">ssa@uniri.hr</a> <a href="mailto:esn.rijeka@gmail.com">esn.rijeka@gmail.com</a>	<a href="https://hr-hr.facebook.com/ssauniri">https://hr-hr.facebook.com/ssauniri</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
SI LJUBLJA01	<b>Tomaž Gubenšek, Prof.</b> Dean of the Academy by the Authorisation of the Rector of University of Ljubljana	1.12.2016	
HR RIJEKA01	Prof. Pero Lučin, PhD., Rector	30.11.2016	

<sup>3</sup> Scanned signatures are accepted.