



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 ¹ (email, phone, website)
University of Rijeka	HR RIJEKA01	Ms Maša Šašinka, Institutional Erasmus Coordinator, International Relations Office, University of Rijeka, Trg braće Mažuranića 10, 51000 Rijeka, Croatia, Tel: 00385 (51) 406 528, masa@uniri.hr international@uniri.hr ; www.uniri.hr Prof. Emilija Duparova, Ph. D., Academy of Applied Arts, emilija.duparova@apuri.hr
Fachhochschule Dusseldorf - University of Applied Sciences	D DUSSELD03	Dr. Monika Katz, Head of International Office, ERASmUS Institutional Coordinator; Georg-Glock-Str. 3; 40474 Düsseldorf, Germany, Tel.: +49 211 4351 9313; monika.katz@fh-duesseldorf.de ; www.fh-duesseldorf.de/internationaloffice Mr Florian Boddin, Dipl. Ing., Faculty of Design, Georg- Glock-Str. 9, 40474 Düsseldorf, Germany, phone.: +49 211 4351 248; florian.boddin@fh-duesseldorf.de http://design.fh-duesseldorf.de/c_stud

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers per academic year²

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 st , 2 nd or 3 rd]	Number of students / Number of months	
HR RIJEKA01	D DUSSELD03	021	Arts (Design)	1 st , 2 nd	2 (10)	
D DUSSELD03	HR RIJEKA01	021	Arts (Design)	1 st , 2 nd	2(10)	

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	
HR RIJEKA01	D DUSSELD03	021	Arts (Design)	Staff Mobility for Teaching	Staff Mobility for Training
D DUSSELD03	HR RIJEKA01	021	Arts (Design)	1 (8 hours min.)	1
				1 (8 hours min.)	1

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 ³	
HR RIJEKA01	021	English	Croatian	Student Mobility for Studies	Staff Mobility for Teaching
				B2 (in either English or Croatian)	B2

² 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.

³ 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>

D DUSSELD03	021	English	German	B2 (in either English or German)	B2
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D. Additional requirements

Portfolio is required with application

D DUSSELD03

http://english.fh-duesseldorf.de/d_prospectivestudents/info_2exchange

The FH D offers various facilities for students and staff with special needs: http://www.fh-duesseldorf.de/d_org/f_intv/f_fambuero

http://www.fh-duesseldorf.de/d_org/f_intv/e_abs;

http://www.fh-duesseldorf.de/a_fh/c_studium/d_beratung_und_kontakt/psychosoziale_studienberatung.

The Career Service offers support for ERASMUS exchange students applying for Internships:

http://www.fh-duesseldorf.de/a_fh/c_studium/d_beratung_und_kontakt/career_service.

The Center for further education offers various trainings in order to improve social skills:

http://www.fh-duesseldorf.de/n_zwek.

The IO will help to get in touch with the representatives of the above mentioned offices and support your stay.

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 th June	10 th November
D DUSSELD03	15 th July	15 th January

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

This agreement will come into effect for the whole period of the ERASMUS+-Programme until 2020, unless one of the institutions informs the other in writing, six months before the start of the academic year, of their intention to withdraw. The partners in the agreement will consult each other as often as necessary, at least once a year, in order to evaluate their cooperation. Any alteration to the present agreement of cooperation must be consented to by authorized bodies of both institutions.

Details of this agreement may be altered as a result of the experience acquired by both institutions and developments in their respective course programs.

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

According to current examination regulations for the Faculty of Design:
<http://fhdd.opus.hbz-nrw.de/volltexte/2007/387/pdf/vb137.pdf>, §17

German grade	German definition	ECTS-Grades	ECTS-Definition
1.0 to 1.5	hervorragend	A	Excellent
1.6 to 2.0	Sehr gut	B	Very good
2.1 to 3.0	gut	C	good
3.1 to 3.5	befriedigend	D	satisfactory
3.6 to 4.0	ausreichend	E	sufficient
4.1 to 6.0	Nicht bestanden	F	fail

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	international@uniri.hr vize@mvep.hr	www.uniri.hr www.mvep.hr/en/
D DUSSELD03	Mr Jörg Bukowski Phone: +49 211 4351 680 E-mail: joerg.bukowski@fh-duesseldorf.de Ms Michaela Petri Phone: +49 211 81 11908 Email: michaela.petri@fh-duesseldorf.de International-office@fh-duesseldorf.de	www.fh-duesseldorf.de/internationaloffice

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
HR RIJEKA01	International@uniri.hr hzz@hzz.hr	www.uniri.hr www.hzz.hr
D DUSSELD03	Mr Jörg Bukowski Phone: +49 211 4351 680 E-mail: joerg.bukowski@fh-duesseldorf.de Ms Michaela Petri Phone: +49 211 81 11908 Email: michaela.petri@fh-duesseldorf.de International-office@fh-duesseldorf.de	www.fh-duesseldorf.de/internationaloffice

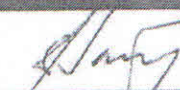
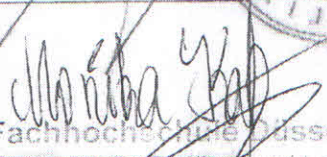
4. Housing

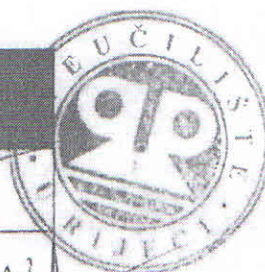
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
HR RIJEKA01	ikastrapeli@uniri.hr ipanjkovic@uniri.hr	http://ssa.uniri.hr/en/
D DUSSELD03	Mr Jörg Bukowski Phone: +49 211 4351 680 E-mail: joerg.bukowski@fh-duesseldorf.de Ms Michaela Petri Phone: +49 211 81 11908 Email: michaela.petri@fh-duesseldorf.de International-office@fh-duesseldorf.de	www.fh-duesseldorf.de/internationaloffice

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
HR RIJEKA01	Prof. Pero Lučin, PhD., Rector	15/01/2014	
D DUSSELD03	Dr. Monika Katz Head of International Office Institutional ERASMUS coordinator	15/01/2014	



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 Deutsches Institut und Lehre
 International Office
 Georg-Glock-Str. 3
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⁴ Scanned signatures are accepted