



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

1

The institutions 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, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2021/2022]	[2021]
End of validity	[2028/2029]	[2027]

* One of the two options should be selected.

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
University of Zadar Department of Sociology Department of Information 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/en/g/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
Fakulteta za informacijske študije v Novem mestu	SI NOVO-ME05	ERASMUS+ COORDINATOR: Katarina Rojko, PhD Assistant Professor	https://www.fis.unm.si/?lang=en

²Contact details to reach the senior officer in charge of this agreement and of its possible updates.

(Faculty of Information Studies in Novo mesto)		Vice dean for Education Email: katarina.rojko@fis.unm.si ERASMUS+ CONTACT: erasmus@fis.unm.si	
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B. Mobility numbers³ per 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 (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
HR ZADARO 1		0314	Sociology and Cultural Studies		1 st , 2 nd and 3 rd cycle	2	10	/	/
	SI NOVO-ME05	031	Social Informatics		1 st , 2 nd and 3 rd cycle	2	10	/	/
SI NOVO-ME05		031	Social Informatics		1 st , 2 nd and 3 rd cycle	2	10	/	/
	HR ZADARO 1	0314	Sociology and Cultural Studies		1 st , 2 nd and 3 rd cycle	2	10	/	/

Short-term blended mobility option for students

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):
<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
HR ZADARO 1		0314, 0322	Sociology and Cultural Studies, Library, information and archival studies	2	10	2	60
	SI NOVO-ME05	031, 048, 059	Social Informatics, Computer Science, Statistics	2	10	2	60
SI NOVO-ME05		031, 048, 059	Social Informatics Computer Science, Statistics	2	10	2	60
	HR ZADARO 1	0314, 0322	Sociology and Cultural Studies, Library, information and archival studies	2	10	2	60

[* Optional columns can be deleted if not applicable. Subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods can be indicated if relevant.]

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR ZADAR01	0314 0322	Croatian	English/Other language of instruction	B2: English/ Other language of instruction	B2 – C1: English/ Other language of instruction
SI NOVO-ME05	031, 048, 059	Slovenian	English	B2	B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
HR ZADAR01	15 th April	15 th October
SI NOVO-ME05	15 th April	15 th October

Applications from incoming students must reach the institution by:

⁴ 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>

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
HR ZADAR01	15 th May	15 th November
SI NOVO-ME05	15 th May	15 th November

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
HR ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	https://www.unizd.hr/eng/international-relations/student-mobility/admission-procedure
SI NOVO-ME05	E-mail: erasmus@fis.unm.si	https://www.fis.unm.si/studijski-programi/?lang=en

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
HR ZADAR01	Academic requirements CV Motivation letter Other	- Number of ECTS credits completed - Subject area code – ISCED - EQF level	
SI NOVO-ME05	Academic requirements CV Motivation letter Other	- Number of ECTS credits completed - Subject area code – ISCED - EQF level	

The receiving institution will send its decision within **no later than in 5 weeks**.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
HR ZADAR01	- Reduced mobility - Hearing impairments - Visual impairments		savjetovaliste@unizd.hr	http://www.unizd.hr/studentisinvaliditetom/english
SI NOVO-ME05	- Reduced mobility	elevator	erasmus@fis.unm.si	

F. Information

1. 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 ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/accommodation
SI NOVO-ME05	erasmus@fis.unm.si	https://www.booking.com/hotel/si/hostel-situla.sl.html

		https://dijaskidom.org
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2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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 ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/practical-information
SI NOVO-ME05	erasmus@fis.unm.si	https://www.fis.unm.si/?lang=en

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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 ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/practical-information
SI NOVO-ME05	erasmus@fis.unm.si	https://www.coris.si

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process /	Contact details (email, phone)	Website for information
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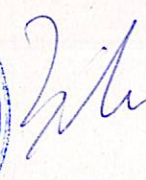



	other useful information:		
HR ZADAR01			https://www.unizd.hr/eng/international-relations/student-mobility/practical-information
SI NOVO-ME05			https://www.fis.unm.si/studenti/?lang=en

A Transcript of Records will be issued by the receiving institution no later than in five [5] weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

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. 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."

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
HR ZADAR01	Professor Slaven Zjalić, PhD Vice Rector for Inter-institutional Cooperation and Transfer of Technologies	March 4 2022	 
SI NOVO-ME05	Full Professor Matej Makarovič, PhD Dean at Faculty of Information Studies in Novo mesto	March 2 2022	 

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URBROJ: 2198-1-79-03-22-01

⁵ Scanned signatures are accepted