



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 Programme¹

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.

¹Clauses 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	[2023/2024]	[2024]
End of validity	[2027/2028]	[2028]

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)
Atlantic Language Galway	E10256058	Mr John Daly – CEO john.daly@atlantic.ac +353 91566053	https://www.atlanticlanguage.com/
Fakulteta za informacijske študije Novo mesto (Faculty of information studies in Novo mesto)	SI NOVO- ME05	Consultant for international mobility: Tea Golob, PhD Associate Professor Erasmus+ contact: erasmus@fis.unm.si	https://www.fis.unm.si/?lang=en

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)*	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days]	Staff Mobility for Training*
E10256058	SI NOVO-ME05				

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

³Mobility 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>)

SI NOVO-ME05	E10256058	03 05 06	Social sciences, journalism and information Natural sciences, mathematics and statistics Information and Communication Technology	3*5	3*5

[* 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]
E10256058		English	Slovenian	Not applicable for this agreement	B2
SI NOVO ME-05		Slovenian	English	Not applicable for this agreement	B2

⁷Turkish is required for clinical clerkships involving patient contact.

⁴For 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. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
E10256058	Not applicable for this agreement	Not applicable for this agreement
SI NOVO-ME05	15 May	15 November

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
E10256058	Not applicable for this agreement	Not applicable for this agreement
SI NOVO-ME05	15 May	15 November

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
E10256058	John.daly@atlantic.ac	https://www.atlanticlanguage.com/
SI NOVO-ME05	erasmus@fis.unm.si	https://www.fis.unm.si/mednarodnemobilnosti/?lang=en

The receiving institution will send its decision within 5 weeks.

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
E10256058	John.daly@atlantic.ac	https://www.atlanticlanguage.com/about-accommodation/

SI NOVO-ME05	erasmus@fis.unm.si	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
E10256058	John.daly@atlantic.ac	https://www.atlanticlanguage.com/immigration-guidelines-for-non-eea-students/
SI NOVO ME-05	erasmus@fis.unm.si	https://www.policija.si/eng/areas-of-work/state-border-control/conditions-of-entry-and-residence-of-foreigners




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.

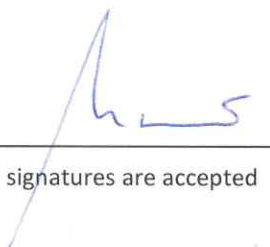
The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E10256058	john.daly@atlantic.ac	https://www.atlanticlanguage.com/
SI NOVO-ME05	erasmus@fis.unm.si	https://www.gov.si/novice/2020-09-23-zdravstveno-zavarovanje-tujih-studentov/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
E10256058	<p>John Daly, CEO</p>  <p>Atlantic Language Gateway Fairgreen House Fairgreen Road Galway, Ireland T: +353 91 566053 E: info@atlantic.ac W: www.atlantic.ac</p>	08/03/2024	
SI NOVO-ME05	<p>prof. Matej Makarovič, PhD</p> <p>Dean of Faculty of Information studies in Novo mesto</p>	12.3.2024	





⁵Scanned signatures are accepted