



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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)
Fakulteta za informacijske študije v Novem mestu (Faculty of Information Studies in Novo Mesto)	SI NOVO-ME05	Institutional coordinator: Full Professor, Borut Rončević, PhD., Institutional Erasmus Coordinator, erasmus@fis.unm.si Tel: 00386 737 37 884	http://www.fis.unm.si/en/study-at-fis/erasmus/ http://www.fis.unm.si/si/za-studente/mednarodne-izmenjave/
UNIVERSIDAD DE LA LAGUNA, Escuela Superior de Ingeniería y Tecnología, Estudios de Informática (School of Informatics)	E TENERIF01	Carmen Rubio Armendáriz , ERASMUS Institutional Coordinator ycint@ull.edu.es ; Tel.: +34 92231 9632 José María Balcells Herrera (Incomings, bilateral agreements, Teaching Staff Exchange,	ERASMUS incoming information: https://www.ull.es/portal/erasmus/movilidad/erasmus-e-studios-entrantes/ Semester dates:

		Staff Exchange) orincom@ull.edu.es ; Tel.: +34 922319526 Juan Miguel Segovia Bonnet (outgoings) orisal@ull.edu.es ; Tel.: +34 922319528 Departmental coordinator's contact: Jorge Riera Ledesma movinfor@ull.edu.es Tel.: +34 922845040	https://www.ull.es/portal/erasmus/movilidad/erasmus-estudios-entrantes/#academic-year-and-registration
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B. Mobility numbers¹ 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 * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
SI NOVO-ME05	E TENERIF01	48	Computer Science	1 st	3x 6 months	
E TENERIF01	SI NOVO-ME05	48	Computer Science	1 st	3x 6 months	

[*Optional: 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 or average duration can be indicated if relevant.]

FROM	TO	Subject area	Subject area	Number of staff mobility periods
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¹ 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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	<i>code</i> * [ISCED]	<i>name</i> *	Staff Mobility for Teaching <i>[total number of days of teaching periods or average duration¹]</i>	<i>Staff Mobility for Training</i> *
SI NOVO-ME05	E TENERIF01	48	Computer Engineering	2	2
		48	Computer Engineering	10 days (2x5)	10 days (2x5)
E TENERIF01	SI NOVO-ME05	48	Computer Engineering	2	2
		48	Computer Engineering	10 days (2x5)	10 days (2x5)

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]	<i>Optional: Subject area</i>	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies <i>Minimum recommended level: B1</i>	Staff Mobility for Teaching <i>Minimum recommended level: B2</i>
SI NOVO-ME05		Slovenian	English	B2	B2
E TENERIF01		Spanish		B1	B2

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

UNIVERSITY:

E TENERIF01:

² 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>

The ULL Languages Service offers new Spanish courses for incoming Erasmus Students with the guarantee of Instituto Cervantes.

<https://www.ull.es/portal/erasmus/movilidad/erasmus-estudios-entrantes/#language-courses-for-incoming-students>

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 NOVO-ME05	11 th May	11 th November
E TENERIF01	https://www.ull.es/portal/erasmus/movilidad/erasmus-estudios-entrantes/#application-deadlines	See the link on the left box

UNIVERSITY:

E TENERIF01:

Partner institutions should send nominations to incoming@ull.edu.es

All nominated Erasmus students must send their Application Form and Learning Agreement to incoming@ull.edu.es

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

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to 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

UNIVERSITY:

SI NOVO-ME05: <http://www.fis.unm.si/en/study-at-fis/erasmus/>

E TENERIF01: <https://www.ull.es/estudios-docencia/examenes/#sistema-de-calificacion>

Spanish Grading System		ECTS Grading System
9-10	Excellent	A
7-8,9	Very good	B
5-6,9	Satisfactory	C-D
0-4,9	Fail	F

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 NOVO-ME05	erasmus@fis.unm.si	http://www.mzz.gov.si/si/predstavnstva_po_svetu/evropa/
E TENERIF01	Jose Maria Barcells Herrera (Incomings, bilateral agreements, Teaching Staff Exchange, Staff Exchange) orincom@ull.es ; Tel.: +34 922 31 95 26	Please, contact the closest Spanish embassy for more information.

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	Contact details (email, phone)	Website for information
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[Erasmus code]		
SI NOVO-ME05	erasmus@fis.unm.si coris@coris.si	http://www.coris.si/si/860/Zavarovanja_za_tujce.aspx
E TENERIF01		https://www.ull.es/seguros/#estudiantes

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 NOVO-ME05	erasmus@fis.unm.si situla@situla.si dsd-nm@guest.arnes.si	http://www.situla.si
E TENERIF01		https://www.ull.es/portal/erasmus/movilidad/erasmus-estudios-entrantes/#ull-halls-of-residence

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
SI NOVO-ME05	Full professor Dejan Jelovac, PhD	24.9.2018	
E TENERIF01	Carmen Rubio Armendáriz, ERASMUS Institutional Coordinator	11.10.2018	



³ Scanned signatures are accepted