



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

РЕПУБЛИКА МАКЕДОНИЈА
УНИВЕРЗИТЕТ ЗА ИНФОРМАТИЧКИ НАУКИ
И ТЕХНОЛОГИИ
"СВЕТИ ИПОСТОЈ ПЛАВ" ОХРИД
Бр. 09-716/1
9.11 2022 год.
ОХРИД

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

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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.

Validity period of the agreement

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

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

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)
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/en/
University of Information Science and Technology "Saint Paul the Apostle" Ohrid Univerzitet za Informatički Nauki i Tehnologii "Sveti Apostol Pavle" Ohrid Partizanska bb Ohrid, Republic of North Macedonia	MK OHRID01	Erasmus+ contact person: Olgica Apostolova Olgica.apostolova@uist.edu.mk	http://uist.edu.mk/erasmus/incoming-students/

B. Mobility numbers³ per academic year (Students Mobility)

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]
SI NOVO-ME05	MK OHRID01	061	ICT		1 st /2 nd /	5 students	25 months	1 student	2 months
MK OHRID01	SI NOVO-ME05	061	ICT		1 st /2 nd /	5 students	25 months	1 student	2 months

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

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>

Short-term blended mobility option for students

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.

B. Mobility numbers⁴ per academic year (Staff Mobility)

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 <small>[total number of staff]</small>	Staff Mobility for Teaching <small>[total number of days]</small>	Staff Mobility for Training (optional) * <small>[total number of staff]</small>	Staff Mobility for Training (optional)* <small>[total number of days]</small>
SI NOVO-ME05	MK OHRID01	061	ICT	2 staff	10 days	1 staff	5 days
MK OHRID01	SI NOVO-ME05	061	ICT	2 staff	10 days	1 staff	5 days

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 n 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies	Staff Mobility for Teaching

⁴ 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>

⁵ 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>

				[Minimum recommended level: B1]	[Minimum recommended level: B2]
SI NOVO-ME05		Slovenian	English	B2	B2
MK OHRID01		English		B1	B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
SI NOVO-ME05	15 th May	15 th November
MK OHRID01	1 st June	15 th November

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
SI NOVO-ME05	15 th May	15 th November
MK OHRID01	1 st June	15 th November

Application procedure for incoming students:

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
SI NOVO-ME05	erasmus@fis.unm.si	https://www.fis.unm.si/?lang=en
MK OHRID01	olgica.apostolova@uist.edu.mk	http://uist.edu.mk/

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
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The receiving institution will send its decision within **3 weeks and no later than 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
SI NOVO-ME05			Erasmus+ contact: erasmus@fis.unm.si	https://www.fis.unm.si/?lang=en
MK OHRID01			Erasmus+ contact person: Olgica Apostolova Olgica.apostolova@uist.edu.mk	http://uist.edu.mk/erasmus/incoming-students/

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
SI NOVO-ME05	erasmus@fis.unm.si	http://www.dijaskidom.org/
MK OHRID01	Erasmus+ contact person: Olgica Apostolova	http://uist.edu.mk/erasmus/incoming-students/

	Olgica.apostolova@uist.edu.mk	
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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
SI NOVO-ME05	erasmus@fis.unm.si	https://www.policija.si/eng/areas-of-work/state-border-control/conditions-of-entry-and-residence-of-foreigners
MK OHRID01	Erasmus+ contact person: Olgica Apostolova Olgica.apostolova@uist.edu.mk	http://uist.edu.mk/erasmus/incoming-students/

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
SI NOVO-ME05	erasmus@fis.unm.si	https://www.gov.si/novice/2020-09-23-zdravstveno-zavarovanje-tujih-studentov/
MK OHRID01	Erasmus+ contact person: Olgica Apostolova Olgica.apostolova@uist.edu.mk	http://uist.edu.mk/erasmus/incoming-students/

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other	Contact details (email, phone)	Website for information
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useful information:			
SI NOVO-ME05		erasmus@fis.unm.si	https://www.fis.unm.si/?lang=en
MK OHRID01		Erasmus+ contact person: Olgica Apostolova Olgica.apostolova@uist.edu.mk +389 76 464 160	http://uist.edu.mk/erasmus/incoming-students/

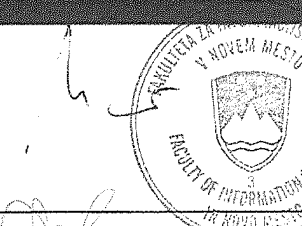

Grading systems of the institutions

MK OHRID01: <http://uist.edu.mk/Erasmus/IncomingStudents>

Termination of the agreement

It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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 ⁶
SI NOVO-ME05	Full Professor Matej Makarovič, PhD Dean of Faculty of Information studies in Novo mesto	8. 11. 2022	
MK OHRID01	Prof. Ivan Bimbilovski, Rector	9.11.2022	

⁶ Scanned signatures are accepted