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**Erasmus+ Programme**

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

**Inter-institutional[[1]](#footnote-1) agreement 2014-20[][[2]](#footnote-2)**

**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[[3]](#footnote-3)** | **Website** |
| Università Cattolica del Sacro Cuore | I MILANO03 | Edilio Mazzoleni  Director UCSC International  Contact person:  [loretta.borgonovo@unicatt.it](mailto:loretta.borgonovo@unicatt.it) Via Carducci, 28/30  20123 MILANO - ITALY  +39-02-7234.5801 | <http://www.ucscinternational.it/study-programs-ucsc/academics-exchange> |
| University of Maribor  Faculty of Criminal Justice and Security | SI MARIBOR01 | Dr. Andrej Sotlar, departmental Erasmus coordinator  [andrej.sotlar@fvv.uni-mb.si](mailto:andrej.sotlar@fvv.uni-mb.si)  +386 1 300 83 32  Faculty of Criminal Justice and Security  Kotnikova 8, 1000 Ljubljana, Slovenia  --------  Dr. Tatjana Welzer Družovec, institutional Erasmus coordinator  Contact person:  Uroš Kline  [erasmus@um.si](mailto:erasmus@um.si)  +386 2 23 55 342  University of Maribor  Slomškov trg 15,  2000 Maribor, Slovenia | <http://www.fvv.uni-mb.si/en/international-cooperation.aspx> |

**B. Mobility numbers[[4]](#footnote-4) per academic year**

*[Paragraph to be added, if the agreement is signed for more than one 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** | **TO** | ***Subject area code \**** | ***Subject area name \**** | ***Study cycle [short cycle, 1st , 2nd or 3rd]\**** | **Number of student mobility periods** | |
| Student Mobility for Studies | *Student Mobility for Traineeships\** |
| I MILANO03 | SI MARIBOR01 | 311 | Psychology | 2nd | 1x5 (5 months) | Only by individual agreement |
| 3804 | Criminology | 2nd; 3rd | 2x5 (10 months) | Only by individual agreement |
| SI MARIBOR01 | I MILANO03 | 380 | Law  (Criminal law, Criminology) | 2nd; 3rd | 3x5 (15 months) | Only by individual agreement |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code \** [ISCED]** | ***Subject area name \**** | **Number of staff mobility periods** | |
| Staff Mobility for Teaching | *Staff Mobility for Training\** |
| I MILANO03 | SI MARIBOR01 | 311 | Psychology | 2x5 (10 days)  (2 staff) | 1x5 days  (1 staff) |
| SI MARIBOR01 | I MILANO03 | 380 | Law  (Criminal law, Criminology) | 2x5 (10 days)  (2 staff) | 1x5 days  (1 staff) |

**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** | ***Optional: Subject area*** | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level[[5]](#footnote-5)** | |
| Student Mobility for Studies | Staff Mobility for Teaching |
| I MILANO03 |  | Italian | English | IT: Language Proficiency Report min. B1+  EN: TOEFL 79  or IELTS 6.0  or equivalent | Italian OR English: B2 recommended |
| SI MARIBOR01 |  | English |  | 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**

Although **UCSC (MILANO03)** has infrastructures to host students and staff with disabilities (accommodation, classroom access, etc.), depending on the nature of the disability, the city infrastructures may not be adequate. UCSC has hosted students with disabilities in the past, but we would advise to provide as much information ahead of time in order for our International Office Staff to inform the student/staff of the feasibility of the mobility.

For admission to the **University of Maribor** **(SI MARIBOR01)** in the framework of the Erasmus+ programme, students must follow the application procedure published at the following web page: <http://www.um.si/en/international/erasmus/Pages/Application-procedure-for-Erasmus-students-.aspx>

**E. Calendar**

1. Applications/information on nominated students must reach the receiving institution by:

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Autumn term\***  **[month]** | **Spring term\***  **[month]** |
| I MILANO03 | May 15th | October 15th |
| SI MARIBOR01 | July 1 – students from EU  June 1 - students from non-EU countries | December 1– students from EU  November 1 – students from non-EU countries |

*[\* to be adapted in case of a trimester system]*

2. The receiving institution will send its decision within 3 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 and no later than the end of September for the 2nd semester and full year students.

4. Termination of the agreement

This Agreement becomes effective for the period indicated on the first page.

**F. Information**

**1. Grading systems of the institutions**

**UCSC International Curriculum**

<http://www.ucscinternational.it/images/stories/US_Credits_System.pdf>

**UCSC University Academic Curriculum**

<http://www.ucscinternational.it/images/stories/EUROPEAN_CREDIT_TRANSFER_SYSTEM.pdf>

The ECTS users’ guide of **University of Maribor** is published at the following web page: <http://www.um.si/en/international/erasmus/Pages/ECTS-users-guide.aspx>

**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** | **Contact details** | **Website for information** |
| I MILANO03 | [international.advisor@unicatt.it](mailto:international.advisor@unicatt.it)  +39-02-7234.5801 | <http://www.ucscinternational.it/> |
| SI MARIBOR01 | Uroš Kline  [erasmus@um.si](mailto:erasmus@um.si)  Tel.: +386 2 23 55 342 | <http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx> |

**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** | **Website for information** |
| I MILANO03 | [international.advisor@unicatt.it](mailto:international.advisor@unicatt.it)  +39-02-7234.5801 | <http://www.ucscinternational.it/> |
| SI MARIBOR01 | Uroš Kline  [erasmus@um.si](mailto:erasmus@um.si)  Tel.: +386 2 23 55 342 | <http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx> |

**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** | **Contact details** | **Website for information** |
| I MILANO03 | See the link | <http://www.ucscinternational.it/accommodation/> |
| SI MARIBOR01 | Uroš Kline  [uros.kline@um.si](mailto:uros.kline@um.si)  Tel.: +386 2 23 55 342 | <http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx> |

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Name, function** | **Date** | **Signature[[6]](#footnote-6)** |
| I MILANO03 | Edilio Mazzoleni,  Director UCSC International |  |  |
| SI MARIBOR01 | Prof. dr. Danijel Rebolj, Rector |  |  |

1. Inter-institutional agreements can be signed by two or more higher education Institutions [↑](#footnote-ref-1)
2. Higher Education Institutions have to agree on the period of validity of this agreement [↑](#footnote-ref-2)
3. Contact details to reach the senior officer in charge of this agreement and of its possible updates. [↑](#footnote-ref-3)
4. 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*](http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx)*)* [↑](#footnote-ref-4)
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> [↑](#footnote-ref-5)
6. Scanned signatures are accepted [↑](#footnote-ref-6)