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**Erasmus+ Programme**

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

**Inter-institutional agreement 2014-2020   
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)** |
| UNIVERSITY OF MARIBOR  Slomškov trg 15, 2000 Maribor, Slovenia  **Faculty of Criminal Justice and Security** | SI MARIBOR01 | Dr. Andrej Sotlar  Vice-Dean for International Cooperation and Erasmus coordinator  **Faculty of Criminal Justice and Security**  Kotnikova 8, Ljubljana, Slovenia  [andrej.sotlar@fvv.uni-mb.si](mailto:andrej.sotlar@fvv.uni-mb.si%20)  Tel: +386 1 300 83 32  Fax: +386 1 230 26 87 | <http://www.fvv.uni-mb.si/en/international-cooperation.aspx> |
| NATIONAL UNIVERSITY OF PUBLIC SERVICE  **Faculty of Law Enforcement** | HU BUDAPE54 | Mr Prof. Dr. János Sallai  Vice-Dean for International Affairs and Sciences  Ms Tünde Pesti  ERASMUS-Coordinator  H-1534 Budapest, Pf. 27, Hungary  [pesti.tunde@uni-nke.hu](mailto:pesti.tunde@uni-nke.hu) | http://en.uni-nke.hu/erasmus-exchange/incoming-students |

**B. Mobility numbers 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.

**Student Mobility (SMS)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code*** | ***Subject area name*** | ***Study cycle*** | Student Mobility for Studies | | |
| Students | | Months |
| HU BUDAPE54 | SI MARIBOR01 | 99 | Law Enforcement education | 1st | 3 | 7 | |
| SI MARIBOR01 | HU BUDAPE54 | 99 | Law Enforcement education | 1st | 3 | 7 | |

**Staff Mobility (STA & STT)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code*** | ***Subject area name*** | Staff Mobility for Teaching & Staff Mobility for Training | |
| Teachers | Days |
| SI MARIBOR01 | HU BUDAPE54 | 99 | Law Enforcement Education | 2 teachers  1 staff | 2x5= 10 days  1x 5=5 days |
| HU BUDAPE54 | SI MARIBOR01 | 99 | Law Enforcement Education | 2 teachers  1 staff | 2x5= 10 days  1x 5=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 2** | **Recommended language of instruction level** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| SI MARIBOR01 |  | English |  | B1 | B2 |
| HU BUDAPE54 |  | English |  | B1 | B2 |

**D. Additional requirements**

For admission to the **University of Maribor** 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>

Students who apply for Erasmus are chosen according to their academic performance.

**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 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 |
| HU BUDAPE54 | 1st June | 15th November |

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.

4. Termination of the agreement

This Collaboration Agreement may be terminated on the following grounds:

* End of stipulated period of validity.
* Mutual agreement between the parties.
* Written notice of termination with 6 months in advance, provided the termination shall not become effective until the end of the stay of the students enrolled in both institutions on the date of notification.

**F. Information**

**1. Grading systems of the institutions**

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>

NUPS Faculty of Law Enforcement grading system:

In accordance with the Act on Higher Education that can be found in the Study and Examination Code of the University.

The student's performance may have assessment:

Five scale: illustrious(5), good(4), medium(3), sufficient(2), insufficient(1) classification.

**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 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> |
| HU BUDAPE54 | [pesti.tunde@uni-nke.hu](mailto:pesti.tunde@uni-nke.hu) | <http://en.uni-nke.hu/erasmus-exchange/practical-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. Incoming students are responsible for insuring themselves prior to the arrival at the Host Institution.

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 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> |
| HU BUDAPE54 | [pesti.tunde@uni-nke.hu](mailto:pesti.tunde@uni-nke.hu) | <http://en.uni-nke.hu/erasmus-exchange/practical-information> |

**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 MARIBOR01 | Uroš Kline  [erasmus@um.si](mailto:erasmus@um.si)  Tel.: +386 2 23 55 342 | <http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx> |
| HU BUDAPE54 | [pesti.tunde@uni-nke.hu](mailto:pesti.tunde@uni-nke.hu) | <http://en.uni-nke.hu/erasmus-exchange/practical-information> |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature** |
| SI MARIBOR01 | Prof. dr. Danijel Rebolj, Rector |  |  |
| HU BUDAPE54 | Dr. Norbert Kis  Vice-Rector for Continuing Education and International Affairs |  |  |