



**Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement 2021-2022²
between programme countries**

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
University of Maribor Faculty of Criminal Justice and Security	SI MARIBOR01	Institutional Coordinator: Mladen Kraljić Tel.: +3862 2355347 erasmus@um.si Departmental Coordinator (FCJS): Assoc. prof. Aleš Bučar Ručman Tel: +38613008310 ales.bucar@fvv.uni-mb.si	http://www.fvv.um.si/en/international-cooperation/erasmus-exchange-students.aspx
UNIVERSITAT DE GIRONA	E GIRONA02	International Relations Office Contact person bilateral agreements : Mrs. Elisabeth Moya Mòdul 20 Campus Montilivi 17003 Girona, SPAIN Tel: +34 972 418075 elisabeth.moya@udg.edu FACULTY OF TOURISM Coordinator Faculty: Sr. Garcia Boér, José Conrado josep.garcia@udg.edu Admin. contact person: Sra. Dilmé Ferrer, Carmen relext.fturisme@udg.edu Pl. Ferrater Mora, 1 17004 Girona (Spain)	http://www.udg.edu/du/internacional www.udg.edu/ft

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁵ 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 [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 *
/	/	/	/	/	/	/
/	/	/	/	/	/	/

*[*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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
SI MARIBOR01	E GIRONA02	0314; 1032;	Sociology and cultural studies; Criminology; Protection of persons and property; Security services;	(15 days) (2 staff)	(15 days) (2 staff)

⁵ 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>)

		1030,			
E GIRONA02	SI MARIBOR01	1015	Travel, tourism and leisure	3x5 (15 days) (3 staff)	1x5 (5 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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies <i>Minimum recommended level: B1</i>	Staff Mobility for Teaching <i>Minimum recommended level: B2</i>
SI MARIBOR01		English		B1	B2
E GIRONA02		Spanish	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

E GIRONA02 has the infrastructures to welcome students and staff with disabilities:
inclusio@udg.edu

SI MARIBOR01: 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>

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	1 July - students from EU 1 June - students from non-EU countries	1 December - students from EU 1 November - students from non-EU countries

⁶ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europa.europa.eu/en/resources/european-language-levels-cefr>

E GIRONA02	June 1 st	November 1 st
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[to be adapted in case of a trimester system]*

2. 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.
3. Termination of the agreement
 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.
 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

SI MARIBOR01:

Slovenia Marks	Approximate Equivalent	ECTS Grading Scale
10	excellent	A
9	very good	B
8	good	C
7	satisfactory	D
6	sufficient	E
5-1	fail	F / FX

<http://www.um.si/en/international/erasmus/Pages/ECTS-users-guide.aspx>

E GIRONA02

In the Spanish university system, ratings are based on the total score of 10 points, with one decimal allowed, obtained by the student in each subject, according to the following scale:

Fail (SS): 0-4,9.

Pass (AP): 5 to 6.9.

Good (NT): 7 to 8.9.

Excellent (SB): 9-10.

Honors: involves having obtained more outstanding special mention. They only may be awarded to students who have achieved a score equal to or greater than 9.0

A subject is considered overcome from Pass (5).

ECTS: https://www.udg.edu/ca/Portals/10/come/ECTS_en.pdf

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
E GIRONA02	Email: incominq.ore@udg.edu Phone: +34-972418028	https://www.udg.edu/ca/internacional/Would-you-like-to-come-to-the-UdG/All-steps-at-a-glance/EU-Students-Residence-Card-and-Visa
SI MARIBOR01	International relations office Tel: +386 22355342 erasmus@um.si	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 [Erasmus code]	Contact details (email, phone)	Website for information
E GIRONA02	Email: incominq.ore@udg.edu Phone: +34-972418028	https://www.udg.edu/ca/internacional/Would-you-like-to-come-to-the-UdG/All-steps-at-a-glance/EU-Students-Residence-Card-and-Visa
SI MARIBOR01	International relations office Tel: +386 22355342 erasmus@um.si	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 [Erasmus code]	Contact details (email, phone)	Website for information
E GIRONA02	GIRONAHOUSING Allotjament UdG Campus Montilivi-Mòdul 20 17003 Girona Tel. (+34) 972 419 857 Mòbil (+34) 610 860 241 e-mail: allotjament@udg.edu	https://www.udg.edu/en/viu/Serveis-Universitaris/Allotjament
SI MARIBOR01	International relations office	http://www.um.si/en/international/erasmus/Pages/Accommodation.aspx

	Tel: +386 22355342 erasmus@um.si	
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

<i>Institution [Erasmus code]</i>	Name, function	Date	Signature ⁷
E GIRONA02	Dr. José Antonio Donaire Benito, Vice-rector for Communications and External Relations	20/04/21	BY PROXY SIGNATURE 
SI MARIBOR01	Prof. dr. Zdravko Kačič, rector	14 -05- 2021	

⁷ Scanned signatures are accepted