

Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2020/21-2021/22²

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 Slomškov trg 15, 2000 Maribor, Slovenia	SI MARIBOR01	Uroš Kline Head of International Relations Office T: +386 2 2355 342 E: erasmus@um.si Urša Segala Erasmus Coordinator E: ursa.segala@um.si	www.um.si/en/international/erasmus/Pages/Faculties-information.aspx
Faculty of Criminal Justice and Security Kotnikova ulica 8, 1000 Ljubljana, Slovenia		izr. prof. dr. Aleš Bučar Ručman Vice Dean for International Cooperation & Erasmus Coordinator E: ales.bucar@fvv.uni-mb.si	https://www.fvv.um.si/en/students/list-of-subjects.html
University of Białystok PL Faculty of Law	PL BIALYST04	International Cooperation Office erasmus@uwb.edu.pl , incoming@uwb.edu.pl Phone/Fax: +48 857457089 Erasmus Institutional Coordinator: dr hab. Anna Piszcz, prof. UWB piszcz@uwb.edu.pl	http://uwb.edu.pl/international-cooperation-office https://prawo.uwb.edu.pl/courses-2020-2021 (English version)

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.

		Departmental Coordinator, Faculty of Law: Dr Magdalena Perkowska (0429) m.perkowska@uwb.edu.pl	
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B. Mobility numbers⁵ 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*]	SMT
SI MARIBOR01	PL BIALYST04	0429	Law, not elsewhere classified	1st, 2nd	2 x 10 months	-
PL BIALYST04	SI MARIBOR01	0429	Law, not elsewhere classified	1st, 2nd	2 x 10 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 [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 (STA) [total number of days of teaching periods or average duration*]	Number of staff mobility periods Staff Mobility for Training (STT)
PL BIALYST04	SI MARIBOR01			1 x 1 staff	-
SI MARIBOR01	PL BIALYST04			1 x 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:

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>

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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL BIALYSTO4		Polish for all programs	English for courses offered to exchange students	English B2	English B2
SI MARIBOR01		English	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

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>

PL BIALYSTO4

Local mentors will help incoming students with practical issues like opening a bank account, registration procedures etc. Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/ facilities available. Please contact International Cooperation Office in order to get more information.

E. Calendar

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

Receiving Institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL BIALYSTO4	June 30 th	November 30 th
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

2. The receiving institution will send its decision within [5] weeks.

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://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

In the event of unilateral termination of the agreement, 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>

PL BIALYST04 - <http://uwb.edu.pl/grading-system> (English version)

In case of additional questions, please contact Erasmus Coordinator.

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
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)
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
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)
SI MARIBOR01	International relations office Tel: +386 22355342 erasmus@um.si	http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx

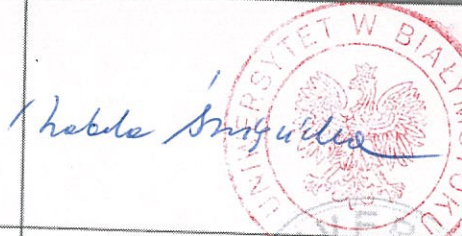

4. Housing

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
PL BIALYST04	incoming@uwb.edu.pl +48 85 7457051, +48 85 7457089	http://uwb.edu.pl/international-cooperation-office (English version)
SI MARIBOR01	International relations office Tel: +386 22355342 erasmus@um.si	http://www.um.si/en/international/erasmus/Pages/Accommodation.aspx

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
PL BIALYST04	Prof. dr hab. Izabela Świącicka Vice-Rector for research and international cooperation		
SI MARIBOR01	Prof. dr. Zdravko Kačič, Rector	26-01-2021	

⁷ Scanned signatures are accepted

