



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018-20[22]² **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 details⁴ (email, phone)	Website (eg. of the course catalogue)
SS. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE "Blaze Koneski" Faculty of Philology – Skopje Bul. Goce Delcev 9a 1000 Skopje	MK SKOPJE01	Institutional Erasmus Coordinator <u>Prof. Dr. Gordana Josifova-Nedelkovska</u> Vice-Rector for International Cooperation Blvd. Goce Delcev 9, 1000 Skopje Republic of Macedonia Tel: (+389 2) 3293 206 e-mail: G.Josifova@ukim.edu.mk Erasmus Faculty Coordinator: <u>Prof. Ruska Ivanovska-Naskova, PhD</u> "Blaze Koneski" Faculty of Philology Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000	www.ukim.edu.mk www.fif.ukim.edu.mk

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.

		Skopje, R. Macedonia Tel: (+389 2) 3240 413; e-mail: rivanovska@gmail.com	
UNIVERSITA' DEGLI STUDI DI BARI ALDO MORO	I BARI01	Institutional Erasmus Coordinator Francesco Tritto International Office francesco.tritto@uniba.it T. +390805714516 Erasmus Faculty Coordinator: Sara Laviosa Dipartimento LeLIA sara.laviosa@uniba.it T. +390805717423	http://uniba.it/manager/Incoming/menu_iniziale.asp http://www.uniba.it/offerta-formativa http://www.uniba.it/ricerca/dipartimenti

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	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
MK SKOPJE01	I BARI01	023	Languages	1, 2, 3	2 X 5	/
I BARI01	MK SKOPJE01	023	Languages	1, 2, 3	2 X 5	/

[*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	TO	Subject area code	Subject area name	Number of staff mobility periods
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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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	* [ISCED]	* Languages	Staff Mobility for Teaching [total number of days of teaching periods or average duration*]	Staff Mobility for Training*
MK SKOPJE01	I BARI01	023	Languages	1X 5	/
I BARI01	MK SKOPJE01	023	Languages	1X 5	/

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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
MK SKOPJE01		Macedonian*	English (selected courses)	B1	B2
I BARI01		ITALIAN		B1	B2

*Ss. Cyril and Methodius University in Skopje organizes Macedonian language courses for foreign students that are free of charge and last from 3 to 6 months (this is a non-credit programme).

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

I BARI01:

Special Needs Sector

The so-called "Settore disabilità" (diversabili@ateneo.uniba.it) offers hospitality to students with disabilities in order to facilitate their academic career.

Services offered: senior students, specialized tutoring, information in accessible formats, guarantee of data privacy, technical equipment and specific computer backup, LIS interpreting (legal interpreting services), dedicated urban transport.

⁶For 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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MK SKOPJE01	15 May	15 November
I BARIO1	June, 10 th	November, 10 th

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

2. The receiving institution will send its decision within 5 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

The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by June 1st of the year prior to the academic year concerned. However, in the event of unilateral termination, a notice of at least one academic year should be given.

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

MK SKOPJE01: Ss Cyril and Methodius University in Skopje grading scale related to ECTS grading system:

ECTS grade	Local grade	Local definition
F	5	Fail
E	6	Sufficient
D	7	Satisfactory
C	8	Good
B	9	Very Good
A	10	Excellent

ECTS-credits: 60 per year/30 per semester

I BARIO1:

Italian Grades	ECTS Grades	Predicate
30 - 30 lode	A	EXCELLENT
28-29	B	VERY GOOD
25-26-27	C	GOOD
21-22-23-24	D	SATISFACTORY
18-19-20	E	SUFFICIENT
UNDER 18	F	FAILED

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
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en
I BARIO1	erasmus@uniba.it T +39 080 5714516	http://uniba.erasmusmanager.it/Incoming/menu_iniziale.asp

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
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en
I BARIO1	erasmus@uniba.it T +39 080 5714516	http://uniba.erasmusmanager.it/Incoming/menu_iniziale.asp




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
MK SKOPJE01	I.Bogoevski@ukim.edu.mk	
I BARIO1	erasmus@uniba.it T +39 080 5714516	http://uniba.erasmusmanager.it/Incoming/menu_iniziale.asp

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
MK SKOPJE01	Prof. Dr. Gordana Josifova-Nedelkovska Vice-Rector for International Cooperation	11-01-2019	 
I BARI01	Piero Portincasa Vice Rector for Erasmus+	10/12/18	<p>IL DELEGATO DEL RETTORE Programma Erasmus+ Prof. Piero PORTINCASA</p> 

⁷Scanned signatures are accepted