



ERASMUS+ PROGRAMME

Erasmus inter-institutional agreement for the academic year(s): 2014/2015 – 2020/2021

Between (Name of the institution and department, where relevant)	Erasmus CODE	Karl-Franzens-Universität Graz (The University of Graz)
	A GRAZ01	
Contact details * (name, email, phone, website)	Diana Afrashteh, ERASMUS Institutional Co-ordinator Office of International Relations – Universitätsplatz 3, 8010 Graz/Austria T: +43-316-380-1247 ; F: +43-316-380-9156; diana.afrashteh@uni-graz.at ; http://international.uni-graz.at/en/ <i>Contact details of departmental/faculty coordinators are attached to this agreement</i>	
And (Name of the institution and department, where relevant)	Erasmus CODE	University Ss Cyril and Methodius Skopje
	MK SKOPJE01	
Contact details * (name, email, phone, website)	Prof. Dr. Meri Cvetkovska, Vice-Rector for International Cooperation, Institutional Erasmus Coordinator Blvd. Goce Delcev 9, 1000 Skopje, Republic of Macedonia Tel: (+389 2) 3293 206, e-mail: M.Cvetkovska@ukim.edu.mk	

*contact details to reach the senior officer in charge of this agreement

The institutions named above 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 (ECHE) 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. Both parties commit to carry out the agreement to the best of their abilities and respect the Erasmus+ guidelines.

Student Mobility for Studies

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of October in the preceding academic year.

Erasmus Subject area – ISCED code		Level			Country		Student Mobility for Studies	
Subject area code	Subject area name	Undergraduate Bachelor (1 st cycle)	Post-graduate Master (2 nd cycle)	Doctoral (3 rd cycle)	FROM	TO	Students	Months per student
222	Languages & Philological Sciences (ERA09.0) (German Studies)	x	x		MK	AT	1	10
222	Languages & Philological Sciences (ERA09.0) (English and American Studies)	x	x		MK	AT	2	10
222	Languages & Philological Sciences (ERA09.0) (Romance Languages)	x	x		MK	AT	2	10
222	Languages & Philological Sciences (ERA09.0) (Slavic Studies)	x	x		MK	AT	2	10

Staff Mobility for Teaching or Training

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of October in the preceding academic year.

Erasmus Subject area – ISCED code		Type of Staff Mobility		Country		Staff Mobility for Teaching/Training	
Subject area code	Subject area name	Staff Mobility for Teaching (STA)	Staff Mobility for Training (STT)	FROM	TO	Nr of staff/academic year	Total nr of days/staff member

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	Language of Instruction 1 (L1)	Recommended level for student mobility (L1)	Recommended level for staff mobility (L1)	Language of instruction 2 (L2)	Recommended level for student mobility (L2)	Recommended level for staff mobility
A GRAZ01	German	minimum B2 (CERF)	minimum B2 (CERF)	English	minimum B2 (CERF)	minimum B2 (CERF)
MK SKOPJE01	Macedonian*	minimum B2	minimum B2	English (selected courses only)	minimum B2	minimum 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)

Deadlines

1. Applications/information on nominated students must reach the receiving institution by (the deadlines indicated herewith are not final and different dates might apply and can be agreed upon):

Receiving Institution	Autumn term	Spring term
A GRAZ01	15 th May	15 th October
MK SKOPJE01	15 th May	15 th November

- The receiving institution will send its decision within 5 weeks after the deadline.
- 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.
- Termination of the agreement: the agreement can be modified or terminated unilaterally, as long as at least one academic year notice is given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

General Information

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange.

1. Grading system of the institutions:

Receiving Institution	Link to Website resource
A GRAZ01	http://static.uni-graz.at/fileadmin/bib/downloads/studierende/incoming/ects/bibwww_ects_grades.pdf
MK SKOPJE01	www.ukim.edu.mk/en

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:

Receiving Institution	Contact details	Website for information
A GRAZ01	monika.ostir-schein@uni-graz.at T: +48 316 380 1246	http://international.uni-graz.at/en/stud/incoming/nominiert/vorbereitung-aufenthalt/
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

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. Mobile incoming participants are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:

Receiving Institution	Contact details	Website for information
A GRAZ01	monika.ostir-schein@uni-graz.at T: +48 316 380 1246	http://international.uni-graz.at/en/stud/incoming/nominiert/vorbereitung-aufenthalt/
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

4. Housing


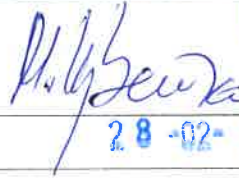


The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following persons and information sources:

Receiving institution	Contact details	Website for information
A GRAZ01	OeAD Housing Office Graz Tel.: +43 316 950 200 9001 housing-graz@oead.at	http://www.housing.oead.at/graz_e/anmeldung.asp
MK SKOPJE01	I.Bogoevski@ukim.edu.mk	

5. Support for participants with special needs

Receiving Institution	Link to Website resource or contact person
A GRAZ01	http://integriert-studieren.uni-graz.at/
MK SKOPJE01	

Signatures of the legal representatives of both institutions:

Name and Erasmus code of Institution: Karl-Franzens-Universität Graz (The University of Graz) A GRAZ01		Name and Erasmus code of Institution: Ss. Cyril and Methodius University in Skopje MK SKOPJE01	
Name and function of the official representative: Prof. Christa Neuper The Rector		Name and function of the official representative: Prof. Dr. Meri Cvetkovska Vice-Rector for International Cooperation	
Signature:		Signature:	
Date:	24/3/2014	Date:	28-02-2014
Stamp:		Stamp:	

Additional Information
Contact Details Departmental/Faculty coordinators

ISCED Code Subject area	(Academic) Departmental/Faculty coordinator - A GRAZ01	(Academic) Departmental/Faculty coordinator - MK SKOPJE01
222 Languages & Philological Sciences (ERA09.0)	Prof. Bernd Steinbauer Erasmus departmental coordinator Department of German Studies Universitätsplatz 3; 8010 Graz, Austria T: +43 316 380 2452; F: +43 316 380 9760; bernd.steinbauer@uni-graz.at	Prof. Dr Jovanka Lazarevska-Stancevska Vice-Dean of Academic Affairs Departmental Erasmus Coordinator Blvd. Goce Delcev 9a, 1000 Skopje Republic of Macedonia T: +389 2 3240 493, e-mail: jovanka@ukim.edu.mk
222 Languages & Philological Sciences (ERA 09.0)	Prof. Silvia Schultermandl Erasmus departmental coordinator Department of American Studies Attemsgasse 25/II; 8010 Graz, Austria T: +43 316 380 2468; F: +43 316 380 9768; silvia.schultermandl@uni-graz.at	
222 Languages & Philological Sciences (ERA09.0)	Prof. Stefan Schneider Erasmus Departmental Coordinator Institute for Romance Studies, Merangasse 70, 8010 Graz/Austria T: +43-316-380 2509; F: +43 316 380 9770; stefan.schneider@uni-graz.at	
222 Languages & Philological Sciences (ERA09.0)	MMag. Ingeborg Jandl, Erasmus departmental coordinator Department of Slavic Studies Merangasse 70, 8010 Graz, Austria T: +43 316 380 2520; F: +43 316 380 9773; ingeborg.jandl@uni-graz.at	