



Erasmus+ Programme

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

Inter-institutional agreement 2018-2122 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
Università per Stranieri di Siena	I SIENA02	Dr. Elisa TRASTULLO Mobilità - Area Management Didattico e URP Piazza Carlo Rosselli, 27-28 53100 SIENA Tel. +39 0577 240217 Fax +39 0577 283163 erasmus@unistrasi.it Erasmus Institutional Coordinator: <i>Prof. Liana TRONCI</i>	www.unistrasi.it Incoming Erasmus students: http://www.unistrasi.it/1/261/676/ERASMUS+incoming_students.htm Courses catalogues: http://www.unistrasi.it/1/476/2145/Modulistica_e_guide_corsi_di_laurea.htm
SS. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE "Blaze Koneski" Faculty of Philology – Skopje Bul. Goce Delcev 9a 1000 Skopje	MK-SKOPJE01	Institutional Erasmus Coordinator <i>Prof. Dr. Gordana Josifova-Nedelkovska</i> 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: <i>Prof. Ruska Ivanovska-Naskova, PhD</i>	www.ukim.edu.mk www.flf.ukim.edu.mk

		"Blaze Koneski" Faculty of Philology Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3240 413; e-mail: rivanovska@gmail.com	
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B. Mobility numbers per 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*]
I SIENA02	MK SKOPJE01	230	Foreign Languages Italian, English, French, German, Spanish, Portuguese, Russian	1-2-3	3 students (15 months)
MK SKOPJE01	I SIENA02	230	Foreign Languages Italian, English, French, German, Spanish, Portuguese, Russian	1-2-3	2 students X 5 months

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 [total number of days of teaching periods or average duration]	
				Staff Mobility for Teaching	Staff Mobility for Training
I SIENA02	MK SKOPJE01	230	Foreign Languages Italian, English, French, German, Spanish, Portuguese, Russian	1 (1 week)	/
MK SKOPJE01	I SIENA02	230	Foreign Languages Italian, English, French, German, Spanish, Portuguese, Russian	1 X 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	Staff Mobility for Teaching
I SIENA02		ITALIAN		B1	
MK SKOPJE01		Macedonian*	English (selected courses)	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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

I SIENA02 has the infrastructures to welcome students and staff with disabilities (disabilita@unistrasi.it).

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term	Spring term
I SIENA02	31 st May for nominations 15 th July for applications	31 st October for nominations 15 th December for applications
MK SKOPJE01	15 May	15 November

2. The receiving institution will send its decision within within 5 weeks (MK SKOPJE01) / 4 weeks (I SIENA02).
3. A *Transcript of Records* will be issued by the receiving institution by e-mail, no later than 4 weeks (SIENA02) / 5 weeks (MK SKOPJE01) after the assessment period has finished at the receiving HEI.

4. 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. The termination clauses must include the following disclaimer: "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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

I SIENA02:

[http://www.unistrasi.it/1/160/2555/European Credit Transfer System \(ECTS\).htm](http://www.unistrasi.it/1/160/2555/European%20Credit%20Transfer%20System%20(ECTS).htm)

The Italian Grading System ranges from 18/30 to 30/30. The highest mark is 30/30 with distinction (*Lode*). Exams under 18/30 are considered as "not passed" and cannot be registered on the final transcript of records.

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

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
I SIENA02	Accoglienza Area Management Didattico e URP Tel. +39 0577 240104 accoglienza@unistrasi.it	
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.

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
I SIENA02	accoglienza@unistrasi.it	http://www.unistrasi.it/1/280/950/Assistenza_Sanitaria.htm
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

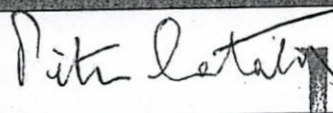

4. Housing

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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I SIENA02	accoglienza@unistrasi.it	http://www.unistrasi.it/1/165/526/Alloggio.htm http://alloggi.unistrasi.it/
MK SKOPJE01	I.Bogoevski@ukim.edu.mk	

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
I SIENA02	Prof. Pietro CATALDI Rettore	29 NOV. 2018	
MK SKOPJE01	Prof. Dr. Gordana Josifova-Nedelkovska Vice-Rector for International Cooperation	- 6 -12- 2018	



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