



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021

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 ¹ (email, phone) | Website (eg. of the course catalogue) |
|--|--------------|--|---|
| Универзитет „Св. КИРИЛИМЕТОДИЈ“ во Скопје (SS. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE) | MK SKOPJE01 | <u>Institutional Coordinator:</u> Meri Cvetkovska, Vice-Rector for International Cooperation Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3293 206; e-mail: M.Cvetkovska@ukim.edu.mk <u>Faculty coordinator:</u> Jovanka Lazarevska-Stancevska "Blaze Koneski" Faculty of Philology Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3240 493; e-mail: jovanka@ukim.edu.mk | http://www.ukim.edu.mk/en/index.php |
| University of Maribor | SI MARIBOR01 | Mladen Kraljić Head of International Relations Office +386 2 2355 342 erasmus@um.si Eva Škruba Erasmus Incoming Coordinator eva.skruba@um.si | http://www.um.si/en/international/erasmus/Pages/Faculties-information.aspx |

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers² 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 November 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 * |
| MK SKOPJE01 | SI MARIBOR01 | 0230 | Languages and Philological Sciences | 1,2,3 | 2 (10) | |
| SI MARIBOR01 | MK SKOPJE01 | 0230 | Languages and Philological Sciences | 1,2,3 | 2 (10) | |

| 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 * |
| MK SKOPJE01 | SI MARIBOR01 | 0230 | Slavic Languages, Foreign Languages (English, German) | 2 (10) | 10 days (2 persons x 5days) |
| SI MARIBOR01 | MK SKOPJE01 | 0230 | Macedonian and other Slavic Languages, Foreign Languages (English, German) | 2 (10) | 10 days (2 persons x 5days) |

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:

² 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 ³ | |
|---|---------------------------|---------------------------|---|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| MK SKOPJE01 | | Macedonian | Slavic Languages, Foreign Languages (English, German) | B2-C1 | B2 |
| SI MARIBOR01 | | EN | | 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

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] |
|---|--|---|
| MK SKOPJE01: | 15 May | 15 November |
| 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 |

F. Information

1. Grading systems of the institutions

MK SKOPJE01: Grading system at Ss. Cyril and Methodius University

| 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 |

SI MARIBOR01: The ECTS users' guide of University of Maribor is published at the following web page: <http://www.um.si/en/international/erasmus/Pages/ECTS-users-guide.aspx>

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

³For 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>

Charter for Higher Education.
Information and assistance can be provided by the following contact points and information sources:

| Institution [Erasmus code] | Contact details | Website for information |
|----------------------------|---|---|
| MK SKOPJE01 | international@ukim.edu.mk | http://www.ukim.edu.mk/en_index.php |
| SI MARIBOR01 | Mladen Kraljić erasmus@um.si tel.: +386 2 23 55 342 | 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 | Website for information |
|----------------------------|--|---|
| MK SKOPJE01 | international@ukim.edu.mk | http://www.ukim.edu.mk/en_index.php |
| SI MARIBOR01 | Mladen Kraljić erasmus@um.si tel.: +386 2 23 55 342 | 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 |
|----------------------------|---|---|
| MK SKOPJE01 | I.Bogoevski@ukim.edu.mk | |
| SI MARIBOR01 | Mladen Kraljić erasmus@um.si tel.: +386 2 23 55 342 | http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature* |
|----------------------------|--|-----------|--|
| MK SKOPJE01 | Prof. Dr. Meri Cvetkovska Vice-Rector for International Cooperation | 8-04-2015 | |
| SI MARIBOR01 | Prof. Dr. Danijel Rebolj, Rector | | po pooblastilu rektorja prorektorica za študijsko dejavnost prof. dr. Mihaela Koletnik |

*Scanned signatures are accepted