



Erasmus+ Programme

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

Inter-institutional¹ agreement 2017/2018-2020/21² 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)
UNIwersytet Śląski	PL KATOWIC01	Departmental coordinator: <u>for staff</u> : Prof. dr hab. Jolanta Tambor, University of Silesia, School of Polish Language and Culture, tel. +48 32 2009 424, fax: +48 32 2512 991, jolanta.tambor@us.edu.pl <u>for students</u> : dr hab. prof. UŚ Romuald Cudak, University of Silesia, The Department of International Polish Studies, , tel. +48 32 2009 423, fax: +48 32 2512 991, romuald.cudak@us.edu.pl	www.us.edu.pl www.sjikip.us.edu.pl www.studiapolskie.us.edu.pl
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	www.ukim.edu.mk www.flf.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.

		Tel: (+389 2) 3293 206 e-mail: G.Josifova@ukim.edu.mk Erasmus Faculty Coordinator: <u>Prof. Ruska Ivanovska-Naskova,</u> <u>PhD</u> "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 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
MK SKOPJE01	PL KATOWIC01	09.0 Polish language	Languages and Philological Sciences	1 st , 2 nd , 3 rd	2/5 (10)	0/0
PL KATOWIC01	MK SKOPJE01	09.0	Languages and Philological Sciences	1 st , 2 nd , 3 rd	2/10 (20)	0/0

[*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)
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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>)

MK SKOPJE01	PL KATOWIC01	09.0	Languages and Philological Sciences	2/5 (10)	0/0
PL KATOWIC01	MK SKOPJE01	09.0	Languages and Philological Sciences	2/5 (10)	0/0

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
PL KATOWIC01	FTOULOUS02	Polish	English (for indicated subjects)	A2 (Polish) B1 (English)	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

Information for disabled students

PL KATOWIC01

Information for disabled students

Accessibility: Elevators exist in most of the buildings.

Accommodation: contact Erasmus office : erasmus@us.edu.pl

Learning support: contact School of Polish Language and Culture: szkola@us.edu.pl

E. Calendar

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

Receiving Institution	Autumn term*	Spring term*
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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>

[Erasmus code]	[month]	[month]
MK SKOPJE01	15 May	15 November
PL KATOWIC01	June 30th	November 30th

[* to be adapted in case of a trimester system

- The receiving institution will send its decision within [4] weeks.
- 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]*
- 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."

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
PL KATOWIC01	erasmus@us.edu.pl	www.erasmus.us.edu.pl

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
PL KATOWIC01	erasmus@us.edu.pl	erasmus@us.edu.pl

4. Housing


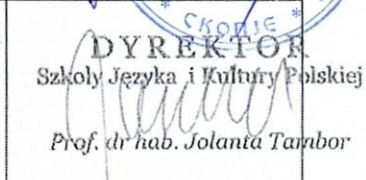
The receiving institution will guide incoming mobile participants in finding accommodation, according

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	www.ukim.edu.mk/en
PL KATOWICO 1	erasmus@us.edu.pl	www.erasmus.us.edu.pl

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	27-03-2017	
PL KATOWICO1	Head of Polish Language and Culture Prof. Jolanta Tambor	3/03/2017	

INSTITUTIONAL COORDINATOR
Erasmus+ KA1HE
University of Silesia in Katowice

Jarostaw Gąsior

⁷ Scanned signatures are accepted