



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1 Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

1

The institutions 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, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year	Call Year
Start of validity	[2021/2022]	[2021]
End of validity	[2028/2029]	[2027]

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
Université de Franche-Comté	F BESANCO01	<p>ADMINISTRATIVE CONTACT</p> <p>Address: Direction des Relations Internationales et de la Francophonie 7, place Saint-Jacques 25000 BESANÇON France</p> <p>Phone: + 33 (0)3 81 66 55 96</p> <p>Email: General info: dri@univ-fcomte.fr</p> <p>Student mobility: Frédérique GIROD erasmus@univ-fcomte.fr +33 (0)3 81 66 52 95</p> <p>Agreements and staff mobility: Julia WYSSLING julia.wyssling@univ-fcomte.fr +33 (0)3 81 66 62 07</p> <p>DEPARTMENTAL COORDINATOR : Frederic SPAGNOLI</p> <p>Faculty: UFR SLHS (sciences du langage, de l'homme et de la société)</p> <p>Adress: 32 Rue Megevand 25000 Besançon France Email: frederic.spagnoli@univ-fcomte.fr</p>	<p>General: www.univ-fcomte.fr</p> <p>International: www.univ-fcomte.fr/international</p> <p>Course catalogue: http://formations.univ-fcomte.fr/</p>

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>SS. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE</p> <p>Blaze Koneski Faculty of Philology – Skopje Bul. Goce Delcev 9a 1000 Skopje Republic of North Macedonia</p>	<p>MK SKOPJE01</p>	<p>Institutional Erasmus Coordinator Prof. Ordan Cukaliev, PhD Vice-Rector for International Cooperation Blvd. Goce Delcev 9, 1000 Skopje Republic of North Macedonia +389 2 3293 206 ordan.cukaliev@zf.ukim.edu.mk</p> <p>Erasmus Academic Coordinator: Prof. Irina Talevska, PhD Blaze Koneski Faculty of Philology Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, Republic of North Macedonia, +389 2 3240 413 erasmus@flf.ukim.edu.mk www.ukim.edu.mk www.flf.ukim.edu.mk</p>	<p>http://www.ukim.edu.mk/</p> <p>https://flf.ukim.mk/erasmus-study/</p>
---	--------------------	--	---

B. Mobility numbers³ 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 (optional)* [ISCED]	Subject area name (optional)*	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
F BESANCO01	MK SKOPJE01	022	Humanities	1 st , 2 nd	2	10 months each (total 20 months)	-	-
MK SKOPJE01	F BESANCO01	022	Humanities	1 st , 2 nd	2	10 months each (total 20 months)	-	-
F BESANCO01	MK SKOPJE01	023	Languages	1 st , 2 nd	2	10 months each (total 20 months)	-	-

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

MK SKOPJE01	F BESANCO01	023	Languages	1 st , 2 nd	2	10 months each (total: 20 months)	-	-
----------------	----------------	-----	-----------	-----------------------------------	---	---	---	---

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus - code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
F BESANCO01	MK SKOPJE01	022	Humanities	1	5 days each	-	-
MK SKOPJE01	F BESANCO01	022	Humanities	1	5 days each	-	-
F BESANCO01	MK SKOPJE01	023	Languages	1	5 days each	-	-
MK SKOPJE01	F BESANCO01	023	Languages	1	5 days each	-	-

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
F BESANCO01	all	French		B2 (no certificate required)	B2 (for the chosen language)
MK SKOPJE01		Macedonian, French	English	B2 (no certificate required)	B2-C1

⁴ 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>

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
F BESANCO01	15/05	15/10
MK SKOPJE01	May 15	November 15

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
F BESANCO01	07/06	30/11
MK SKOPJE01	May 30	November 30

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
F BESANCO01	erasmus@univ-fcomte.fr	https://www.ed.ac.uk/global/study-abroad/how-to-apply
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

The receiving institution will send its decision within 4 weeks.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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 [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
---	--	--	--------------------------------	-------------------------

F BESANCO01	F BESANCO01 accepts students and staff with disabilities.	The International office needs to be informed of the nature of the disability already in the application, in order to organize the exchange mobility.	erasmus@univ-fcomte.fr	SUMPS - Campus Santé : http://www.univ-fcomte.fr/sante#.W6oRkcRBqUl Venir étudier à l'uFC : http://www.univ-fcomte.fr/venir-etudier-luniversite-de-franche-comte#.W6OiZcRBqUk
MK SKOPJE01				

F. Information

1. 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
F BESANCO01	Malek BOUSSOUALIM malek.boussoualim@univ-fcomte.fr Phone : +33 3 81 66 50 63	CROUS : www.crous-besancon.fr
MK SKOPJE01	I.Bogoevski@ukim.edu.mk	

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
F BESANCON01	erasmus@univ-fcomte.fr	Venir étudier à l'uFC : http://www.univ-fcomte.fr/venir-etudier-

		luniversite-de-franche-comte#.W6OIZcRBqUk
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 outgoing 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
F BESANCO01	erasmus@univ-fcomte.fr	Venir étudier à l'uFC https://www.univ-fcomte.fr/venir-etudier-luniversite-de-franche-comte#.YidvhN_jK60
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
F BESANCO01	Grading systems	erasmus@univ-dcomte.fr	https://www.univ-fcomte.fr/les-programmes-dechanges-internationaux-mobilite-entrante/venir-avec-erasmus#.Yid5EN_jK61
F BESANCO01	Language support	erasmus@univ-dcomte.fr	Two options: intensive French course before the start of the academic year in September and/or courses "French as a foreign language" (FLE) in the language centres during the semester. https://www.univ-fcomte.fr/venir-etudier-luniversite-de-franche-comte#.YidvhN_jK60


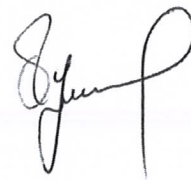
MK SKOPJE01	Grading system	international@ukim.edu.mk	ECTS grade	Local grade	Local definition
			F	5	Fail
			E	6	Sufficient
			D	7	Satisfactory
			C	8	Good
			B	9	Very Good
			A	10	Excellent
MK SKOPJE01	Language support		Macedonian for foreigners		

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

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."

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
F BESANCO01	Prof. Marie-Christine WORONOFF President of University of Franche-comté		 13.06.22
MK SKOPJE01	Prof. Ordan Cukaliev, PhD Vice-Rector for International Cooperation		

⁵ Scanned signatures are accepted