



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

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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	[2023/2024]	[2023]
End of validity	[2027/2028]	[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)
UNIVERSITY OF GDANSK Institute of Russian Philology and Eastern Studies	PL GDANSK01	Erasmus Faculty Coordinator: <i>Tatiana Kananowicz;</i> e-mail: Tatiana.kananowicz@ug.edu.pl phone: +48 585233038 Administrative contact: Erasmus Exchange Office e-mail: erasmus.eu@ug.edu.pl http://en.ug.edu.pl/ PL 80-309 Gdansk, ul. Bazynskiego 8, PL, phone: +48 58 523 31 22; +48 58 523 24 67	http://en.ug.edu.pl/ https://fil.ug.edu.pl/wydzial-filologiczny/institut-y/institut-rusycystyki-i-studiow-wschodnich/study-programme-russian-philology
SS. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE Blaze Koneski Faculty of Philology – Skopje Bul. Goce Delcev 9a 1000 Skopje	MK SKOPJE01	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@f.ukim.edu.mk Erasmus Academic Coordinator: Prof. Irina Talevska, PhD Blaze Koneski Faculty of Philology	www.ukim.edu.mk https://flf.ukim.mk/erasmus-study/

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

Republic of North Macedonia	Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, Republic of North Macedonia, +389 2 3240 413 erasmus@ffl.ukim.edu.mk
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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]
PL GDANSK01	MK SKOPJE01	0232	Literature and Linguistics	1 st , 2 nd	2	10 months each (total 20 months)	-	-
MK SKOPJE01	PL GDANSK01	0232	Literature and Linguistics	1 st , 2 nd	2	10 months each (total 20 months)	-	-
PL GDANSK01	MK SKOPJE01	0232	Literature and Linguistics	1 st , 2 nd	2	10 months each (total 20 months)	-	-
MK SKOPJE01	PL GDANSK01	0232	Literature and Linguistics	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.

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>)

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]
PL GDANSK01	MK SKOPJE01	0232	Literature and Linguistics	1	5 days each	-	-
MK SKOPJE01	PL GDANSK01	0232	Literature and Linguistics	1	5 days each	-	-
PL GDANSK01	MK SKOPJE01	0232	Literature and Linguistics	1	5 days each	-	-
MK SKOPJE01	PL GDANSK01	0232	Literature and Linguistics	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]
PL GDANSK01	232	Russian, Polish	English	B2 (no certificate required)	B2
MK SKOPJE01	232	Macedonian, Russian	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]
PL GDANSK01	June 30 th	November 30 th
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]
PL GDANSK01	June 30 th	December 15
MK SKOPJE01	May 30	November 30

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
PL GDANSK01	erasmus.incoming@ug.edu.pl ; natalia.fiertek@ug.edu.pl	https://en.ug.edu.pl/incoming_students/erasmus_2021-2027/erasmus_incoming/recruitment_admissions
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
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PL GDANSK01			rafal.kaminski@ug.edu.pl	http://bariery.ug.edu.pl/en
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
PL GDANSK01	erasmus.eu@ug.edu.pl	https://en.ug.edu.pl/incoming_students/erasmus_2021-2027/erasmus_incoming/useful_information
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
PL GDANSK01	erasmus.incoming@ug.edu.pl ; natalia.fiertek@ug.edu.pl	http://www.msz.gov.pl/en/travel_to_poland/visa/visa
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
PL GDANSK01	erasmus.incoming@ug.edu.pl ; natalia.fiertek@ug.edu.pl	http://en.ug.edu.pl/incoming_students/erasmus/useful_information
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		
PL GDANSK01					
PL GDANSK01					
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.

Any other information regarding the terms of the agreement (optional)



The European Commission deadline for signing the agreement digitally is 31st December, 2022.

Both parties declare that they will make every effort to sign the contract digitally at least until 31st December, 2022. If signing of the digital agreement is not possible by the above mentioned deadline or any other deadline set up by the European Commission, the paper version of this agreement remains valid only in the timeframe allowed by the above authority.

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
PL GDANSK01	Erasmus+ Institutional Coordinator Monika Butkiewicz		
MK SKOPJE01	Prof. Ordan Cukaliev, PhD Vice-Rector for International Cooperation	25-10-2022	 

⁵ Scanned signatures are accepted