

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

Inter-institutional¹ agreement 2020-2023²
between institutions from
Programme and Partner Countries³

[Minimum requirements]⁴

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

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¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Erasmus+ Programme Countries are the EU Member States, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

⁴ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Website (eg. of the course catalogue)
Universidad de Córdoba (UCO), Spain	ECORDOBA01	Enriqueta Moyano Cañete General Director of Internationalisation and Mobility Programmes direccion.ori@uco.es Tel: +34 95721 2552 Fax: +34 95721 2583	http://www.uco.es http://www.uco.es/internacional/extranjeros/en/courses#courses
University PIM, Banja Luka, Bosnia and Herzegovina	BANJA LUKA	Deajn Kojić, PhD Vice-Rector for Science dejan.kojic@univerzitetpim.com Tel: +378 51 378-300 Fax: +378 51 378-300	http://univerzitetpim.com/ http://univerzitetpim.com/en/erasmus-program/dodiplomski-studij/ http://univerzitetpim.com/en/erasmus-program/postdiplomski-studij/

B. Mobility numbers⁷ per academic year

The present agreement will be valid for academic years 2020/2021, 2021/2022 and 2022/2023.

Just the average duration of mobility periods is given below. Number mobility available will be notified by e-mail to the institution in the partner country according to funding results. Such notification will be a part of this IIA as an Annex.

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city 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 *
ECORDOBA01	BANJA LUKA:	0313	Psychology	1 st	5 months (average)	3 months (average)
		0488	Business, administration and law, interdisciplinary programmes	2 nd		
		0610	Information and Communication Technologies (ICTs)	3 rd		

⁵ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement.

⁷ 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>

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BANJA LUKA:	ECORDOB A01	0313	Psychology	1st	5 months (average)	3 months (average)
		0488	Business, administration and law, interdisciplinary programmes	2nd		
		0610	Information and Communication Technologies (ICTs)	3rd		

[*Optional: subject area code & name and study cycle are optional.]

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	Staff Mobility for Training *
ECORDOB A01	BANJA LUKA:	0313	Psychology	5 days (average)	5 days (average)
		0488	Business, administration and law, interdisciplinary programmes		
		0610	Information and Communication Technologies (ICTs)		
BANJA LUKA:	ECORDOB A01	0313	Psychology	5 days (average)	5 days (average)
		0488	Business, administration and law, interdisciplinary programmes		
		0610	Information and Communication Technologies (ICTs)		

*[total number of
days of teaching
periods or average
duration *]*


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 or city]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁸	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]

⁸ 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>

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ECORDOBA01		Spanish	English	B1	B2
BANJA LUKA:		English	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the second page].

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en.

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:


- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the

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information / insurance section for contact details.

- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Additional requirements

- Selection of participants: The sending institution is responsible for selecting participants and providing them with all necessary support. The first criterion should be academic merit, but with equivalent academic level, preference should be assigned to students from less advantaged socio-economic backgrounds.

- Language and cultural preparation before mobility:

E CORDOBA01: <https://www.uco.es/idiomas/cursos/language-and-culture-course-erasmus-programme/>

BANJA LUKA:

- Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities:

E CORDOBA01: Servicio de atención a la diversidad <http://www.uco.es/servicios/sad/>


BANJA LUKA:

F. Calendar

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

Receiving institution [Erasmus code or city]	Term	Term
ECORDOBA01	For 1 st Term (Sept.-Jan.): 31 May	For 2 nd Term (Febr-June): 30 November
BANJA LUKA:	For 1 st Term (Sept.-Jan.): 31 May	For 2 nd Term (Febr-June): 30 November

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[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 6 weeks.
3. 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.
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."

G. Information

1. Grading systems of the institutions

ECORDOBA01: Student performances are graded individually and not on a statistical basis. In general, the University of Córdoba uses the grading system charter below.

	Fail	Pass	Satisfactory	Good	Very Good	Excellent
ECTS Grade	F or FX	E	D	C	B	A
Marks in a scale of 10	0,0 a 4,9	5,0 a 5,9	6,0 a 6,9	7,0 a 7,9	8 a 8,9	9,0 a 10
Spanish correspondence	Suspenso	Aprobado		Notable		Sobresaliente o Matrícula de Honor

http://www.uco.es/internacional/extranjeros/erasmus/guiasects_en.html

BANJA LUKA:

	Fail	Pass	Satisfactory	Good	Very Good	Excellent
ECTS Grade	F or FX	E	D	C	B	A
Marks in a scale of 100	0 a 54	55 a 64	64 a 74	75 a 84	85 a 94	95 a 100
Serbian correspondence	Nezadovoljava	Zadovoljava	Dobar	Vrlo dobar	Odličan	Izvanredan

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:

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Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
ECORDOBA01	movilidad.convenios@uco.es +35 957 212582	http://www.uco.es/internacional/extranjeros/en/visas
BANJA LUKA:	Igor Šabić igor.sabic@univerzitetpim.com +387 51 378-300	http://mvp.gov.ba/konzularneinformacije/vize/default.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 or city]	Contact details (email, phone)	Website for information
ECORDOBA01	erasmus.partnercountries@uco.es +34 957 212047	https://escumlaude.chubbtravelinsurance.com/CumLaude/PA
BANJA LUKA:	Igor Šabić igor.sabic@univerzitetpim.com +387 51 378-300	http://mvp.gov.ba/konzularneinformacije/vize/default.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 or city]	Contact details (email, phone)	Website for information
ECORDOBA01	erasmus.partnercountries@uco.es +34 957 212047	https://escumlaude.chubbtravelinsurance.com/CumLaude/PA
BANJA LUKA:	Igor Šabić igor.sabic@univerzitetpim.com +387 51 378-300	http://mvp.gov.ba/konzularneinformacije/vize/default.aspx


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H. Signatures of the institutions (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁹
ECORDOBA01	Enriqueta Moyano Cañete General Director of Internationalisation and Mobility Programmes	23 DIC. 2020	 
BANJA LUKA:	Deajn Kojić, PhD Vice-Rector for Science 1.255/20	22.12.2020	 

⁹ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

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