



EUROPEAN UNION

Erasmus+

Enriching lives, opening minds.

2021-2027

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Mobility of higher education students and staff**

**between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme**

UNIVERSITETI "ISMAIL QEMALI"
VLORE
ZYRA E PROTOKOLL - ARKIVËS
NR. 1112/11 PROT.
DATA 07.04.2021

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 20[21]-20[27] in:

- KA131 Higher education mobility supported by internal policy funds
- KA171 Higher education mobility supported by external policy funds

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the Erasmus Charter for Higher Education² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR³ and in line with the technical standards of the European Student Card Initiative⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

¹ Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

² https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³ https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
“Dunarea de Jos” University of Galati OID: E10208970	RO GALATI01	Erasmus+ institutional coordinator: Assoc. prof. Steluta STAN steluta.stan@ugal.ro Erasmus Office: erasmus@ugal.ro +40 756063672	General: http://www.en.ugal.ro Faculty/faculties: https://en.ugal.ro/faculties Course catalogue: https://www.en.ugal.ro/studies/erasmus/course-catalogue
University of Vlora “Ismail Qemali” OID: E10159336	ALVLORE01	Academic contact : - Assoc. Prof. Fioralba Vela Head of the Department of Business fioralba.vela@univlora.edu.al - Dr. Migena Petanaj Head of the Department of Finance and Accounting migena.petanaj@univlora.edu.al - Dr. Alketa Hyso Head of the Department of Computer Sciences alketa.hysa@univlora.edu.al - Assoc. Prof. Kozeta Hyso Head of the Department of Foreign Languages Kozeta.hysa@univlora.edu.al - Assoc. Prof. Florian Miti Head of the Department of Economics Florian.miti@univlora.edu.al - Assoc. Prof. Jonida Mehmetaj Head of the Department of Law Jonida.mehmetaj@univlora.edu.al - Dr. Blenard Xhaferaj Head of Engineering and Marine Technologies	General: https://univlora.edu.al/ Faculty/faculties: https://univlora.edu.al/fakulteti-i-ekonomise/ ; https://univlora.edu.al/fakulteti-i-shkencave-teknike/ ; https://univlora.edu.al/fakulteti-i-shkencave-humane/ ; Course catalogue: https://univlora.edu.al/wp-content/uploads/2024/08/UNI-VLORA-COURSES-IN-ENGLISH-LANGUAGE-2023-2024.pdf

⁵ Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p><u>Blenard.xhaferaj@univlora.edu.al</u></p> <p>Administrative contact Romina Tahiraj Head of International Relations international@univlora.edu.al</p>	
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2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement.

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Field of education [ISCED] ⁷ (optional)	Field of education - clarification (optional)	Level of education [EQF] (optional)	Number of mobility periods			
					Student Mobility	Student Mobility	Staff Mobility	Staff Mobility
					[Total number of students]	[Total number of months]	[Total number of staff]	[Total number of days]
RO GALATI01	ALVLOREO 1	0410	Business and administration not further defined	1 st	2	10	2	10
		0311	Economics	1 st	2	10	2	10
		0716	Motor vehicles, ships and aircraft (Naval)	1 st	2	10	2	10
		0610	Information and Communication Technologies (ICTs) not further defined	1 st	2	10	2	10
		0230	Languages not further defined (English)	1 st	2	10	2	10
		0421	Law	1 st	2	10	2	10
		0713	Electricity and energy	1 st	2	10	2	10

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

		0715	Mechanics and metal trades	1 st	2	10	2	10
ALVLORE 01	RO GALATI01	0410	Business and administration not further defined	1 st	2	10	2	10
		0311	Economics	1 st	2	10	2	10
		0716	Motor vehicles, ships and aircraft (Naval)	1 st	2	10	2	10
		0610	Information and Communication Technologies (ICTs) not further defined	1 st	2	10	2	10
		0230	Languages not further defined (English)	1 st	2	10	2	10
		0421	Law	1 st	2	10	2	10
		0713	Electricity and energy	1 st	2	10	2	10
		0715	Mechanics and metal trades	1 st	2	10	2	10

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution	Field of education (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility	Staff Mobility

⁸ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

[Erasmus code or city]		[Minimum recommended level in at least one of the languages: B1]		[Minimum recommended level in at least one of the languages for teaching: B2]	
RO GALATI01	0230, 0413	English	Romanian*	B1 English**	B2 English
	Other study fields	Romanian*	English**	A2* Romanian/ B1 English**	B2 English
ALVLORE01		Albanian	English	B1	B2

*) Incoming students are strongly recommended to attend the **Course in Romanian language and culture** provided 2 weeks before each semester (free of charge).

**) English is the language for tutoring and examinations. Incoming students will also be provided with course notes in English. For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ credit mobility period at their institution. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- 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.

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives
OS funding per project may be shared up to 50%, depending on the number of mobilities allocated to the partner institution.	OS will be mainly used for acquisition of IT equipment and supplies meant to ensure the promotion and implementation of the Erasmus+ Programme.

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline ⁹
RO GALATI01	Autumn Term: October to February Spring Term: February to June	Fall Term or full year: nomination: 15 May application: 15 June Spring Term: nomination: 15 November application: 1st December
ALVLORE01	Winter Term: from the first week of October till end of February Spring Term: from March till June	15th July 15th December

The receiving institution will send its decision within 4 weeks and no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure

⁹ Please specify the deadline for each term and, if necessary, adapt to a trimester system.

Receiving Institution [Erasmus code or city]	Contact details (email)	Website for information
RO GALATI01	Email: erasmus@ugal.ro Tel: +40 756 063 672	General information: https://www.en.ugal.ro/studies/erasmus-programme/general-information Incoming student guide: https://www.en.ugal.ro/files/cristian.obreja/2022/4/2.pdf Application file: https://www.en.ugal.ro/studies/erasmus-programme/application-file
ALVLORE01	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

Academic and additional requirements		
Requirement	Details	Website for information (optional)
Academic requirements	Student status (during the application and mobility period abroad): Active Number of ECTS credits (or equivalent) already completed / current level of completion of studies (during the mobility period): Minimum second year of study (only for Bachelor students who carry out a mobility for studies) Subject area (ISCED code): those included in the IIA EQF level: Bachelor, Master or Doctoral student	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
CV	Europass CV Participation of the student in extra-class activities (incl. membership in organisations,	

	volunteering, participation in conferences, projects, summer schools, publications, etc.)	
Motivation letter	Short description of motivation (7 – 10 lines)	
Inclusion measures ¹⁰	To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process. Students with children Students with economic obstacles Working students Students with family obstacles With equivalent academic level preference is given to students with disadvantaged socioeconomic backgrounds	
Language skills	Minimum B1 for students Minimum B2 for staff	

6. Preparation and support

The higher education institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the *Erasmus+ Student Charter*¹¹,
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved higher education institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the

¹⁰ You may find the implementation guidelines of the Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

¹¹ The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.

- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

Preparatory & support measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	RO GALATI01	E-mail: erasmus@ugal.ro Tel: +40 756063672	https://en.ugal.ro/files/erasmus/2020/4/Erasmus_incoming_student_guide.pdf (pp. 17-18)
Language Support			Incoming students are strongly recommended to attend the Course in Romanian language and culture provided 2 weeks before each semester (free of charge).
Visa			https://en.ugal.ro/files/erasmus/2020/4/Erasmus_incoming_student_guide.pdf (pp. 12-14)
Insurance			https://en.ugal.ro/files/erasmus/2020/4/Erasmus_incoming_student_guide.pdf (pp. 14-15)
Inclusion of participants with fewer opportunities			Depending on funds allocated
Mentoring			
Grant payments			80% on arrival and 20% at the end of the mobility, after its validation

Alumni information			https://en.ugal.ro/files/erasmus/2020/4/Erasmus_incoming_student_guide.pdf (pp. 10-15)
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Preparatory & support measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	ALVLORE01	international@univlora.edu.al	e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.
Language Support			https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf https://univlora.edu.al/ ;
Visa			https://www.facebook.com/people/Oyteza-Studenti-Vlore/100046352926013/
Insurance			https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Inclusion of participants with fewer opportunities			https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM- -english.pdf
Mentoring			
Grant payments			
Alumni information			

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.
- 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 non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.

- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - 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.
 - Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

RO GALATI01:

Institution [Erasmus code]	WEB PAGE
RO GALATI01	http://www.en.ugal.ro/files/erasmus/2020/4/Erasmus_incoming_student_guide.pdf_(pp. 11-12)

ECTS grade	Mark	Romanian	English equivalent
A	10	excellent	excellent
B	9	foarte bine	very good
C	7-8	bine	good
D	6	satisfacator	satisfactory

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

E	5	suficient	sufficient
F, FX	1-4	insuficient	fail

"Ismail Qemali" University of VLORA:

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
RO GALATIO1	N/A	http://www.en.ugal.ro/files/erasmus/2020/4/Erasmus_incoming_student_guide.pdf (pp. 11-12)
"ALVLORE01"		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

ALVLORE01

Credits The Albanian Credit System is compatible with the European Credit Transfer System (ECTS).
 1 semester = 10 ECTS credits
 1 full academic year = 60 ECTS credits

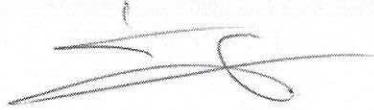
Grading system

ECTS grade	Points (0)	Local grade	Description of the grade	Description of the local grade in Albanian
A	90-100	12	Excellent	Shumqendrit
B	80-89	9	Very good	Shumt mja
C	70-79	8	Good	Mja
D	60-69	7	Satisfactory	Kundëshëm
E	50-59	6	Sufficient	Mjekundëshëm
F	40-39	5	Possible	Kalueshëm
FX	0-39	34	Fail	Mërcë

9. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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."]

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
RO GALATIO1	Rector, Prof. eng. Habil, Marian BARBU, PhD	25.02.2025	
ALVLORE01	Rector Prof.Dr. Aurela Saliaj	27.04.2025	

¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation