Erasmus+ Programme

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

Inter-institutional[1] agreement 2023-20[27][2] between institutions from programme and partner 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 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+.

A. Information about the higher education institutions

Full name of the institution / country	Erasmus code or city[4]	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)

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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] Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.
[4] Higher Education Institutions (HEI) from Erasmus+ programme countries should indicate their Erasmus code while Partner Countries HEI should mention the city where they are located.

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University of Vlora "Ismail Qemali", Albania	AL VLORE01	**Academic coordinator:** Assoc. Prof. Armela Panajoti Dean of the Faculty of Humanities **Administrative Contact** Ms. Rezarta Sinanaliaj Projects and International Relations Sector	armela.panajoti@univlora.edu.al; armelap@assenglish.org + 355 69 2384468 international@univlora.edu.al +355 69 5303633	General: www.univlora.edu.al Faculty: https://univlora.edu.al/fakulteti-i-shkencave-humane/ Course catalogue: https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf https://univlora.edu.al/courses-erasmus/

B.   Mobility numbers[5] per academic year

The partners commit to amend the table below in case of changes in the mobility data by the end of January at the latest in the preceding academic year.

FROM [Erasmus code or city of the sending institution]	TO[7] [Erasmus code or city of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships* NA

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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)

		0232	Literature and linguistics (EN)	1st, 2nd	2 students *5 months	-
AL VLORE01	RO ORADEA02	0232	Literature and linguistics (EN)	1st, 2nd	2 students *5 months	-
RO ORADEA02	AL VLORE01	0232	Literature and linguistics (EN)	1st, 2nd	2 students *5 months	-

FROM⁷ [Erasmus code or city of the sending institution]	TO⁷ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of the teaching periods or average duration*]	Staff Mobility for Training *
AL VLORE01	RO ORADEA02	0232	Literature and linguistics (EN)	2 staff x 7 days	2 staff x 7 days
RO ORADEA02	AL VLORE01	0232	Literature and linguistics (EN)	2 staff x 7 days	2 staff x 7 days

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	Main language of instruction	Additional language of instruction	Recommended language of instruction level⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
AL VLORE01		English	English	B2	C1
RO ORADEA02		English	English	B2	C1

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

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⁶ See Common European Framework of Reference for Languages

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**[7] of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

https://erasmus.partium.ro/en/erasmus-charter-for-higher-education-2021-2027

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

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[7] *Erasmus- programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.*

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 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. Any additional requirements

RO ORADEA02:

Incoming students receive minimum 20 credits in their subject area. Students are also allowed to take courses in other study fields.

F. Calendar

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

Receiving institution	Autumn term*	Spring term*
RO ORADEA02	15 May	15 October
AL VLORE01	15 July	20 December

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

1. Academic calendar:
RO ORADEA02:

- Autumn semester: from 1st October (usually the closest week to 1st October), till December (usually about one week before Christmas); examination period: January - February
- Spring semester: from February (usually the last week of February), till June (usually the last week of June); exam period: June – July

AL VLORE01:
- Autumn semester: from the first week of October till end of January (upon internal management decisions); examination period: February
- Spring semester: from March till June (upon internal management decisions); examination period and diploma defences: June – July

The Partner institution should send nominations to erasmus@partium.ro specifying the name, field of study, academic year and semester, number of months and e-mail address of the nominated student(s).

2. The receiving institution will send its decision within 4 weeks.

3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

The partner institutions may modify this Agreement. The modifications will be made in a written form, in a document that will be signed by both partner institutions.

The partner institutions may decide to terminate this Agreement in which case the termination shall enter into force 3 months, at the earliest, after the termination agreement has been signed by both parties.

In the event of unilateral termination, a notice of at least one academic year should be given.

In both cases, the termination of the Agreement should be made in a written form. Also, the termination will not have effect on the activities which were contracted before the termination agreement signing has taken place.

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
RO ORADEA02

Grading system in Romania:
ECTS grading scale:

ECTS Grade	Romanian Grade	Definition	
A	10	EXCELLENT	outstanding performance with only minor errors
B	9	VERY GOOD	above the average standard but with some errors

C	7-8	GOOD	generally sound work with a number of notable errors
D	6	SATISFACTORY	fair but with significant shortcomings
E	5	SUFFICIENT	performance meets the minimum criteria
F	4-1	FAIL	considerable further work is required

ECTS credits:

one semester	one full academic year
30 ECTS credits	**60 ECTS credits**

AL VLORE01

ECTS Grade	Albanian Grade	Definition	
A	10	EXCELLENT	outstanding performance with only minor errors
B	9	VERY GOOD	above the average standard but with some errors
C	8	GOOD	generally good work with a number of notable errors
D	7	SATISFACTORY	fair but with significant shortcomings
E	6	SUFFICIENT	performance meets little above the minimum criteria
E	5	PASS	performance meets the minimum criteria
FX	4	FAIL	considerable further work is required

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 or city]	Contact details (e-mail, phone)	Website for information
AL VLORE01	Projects and International Relations international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
RO ORADEA02	General Inspectorate on Immigration, Bihor County Immigration Service	http://ori.mai.gov.ro/contact/form/en/bihor/5

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 (e-mail, phone)	Website for information
AL VLORE01	Projects and International Relations international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
RO ORADEA02	Ms. Tímea ARDELEAN Erasmus+ Office erasmus@partium.ro Tel: +40-259-418252/111 Fax: +40-259-418252	http://www.partium.ro/en in English

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 (e-mail, phone)	Website for information
AL VLORE01	Projects and International Relations international@univlora.edu.al Qyteza Studenti Vlore trajtimi.studentit.vlore@gmail.com	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf https://univlora.edu.al/; https://www.facebook.com/people/Qyteza-Studenti-Vlore/100046352926013/
RO ORADEA02	**Arany János Dormitory** RO 410209 Oradea, str. Primăriei, nr. 36 Tel: +40-745-640-305; +40-259-439-931 E-mail: ajkollegium@gmail.com	http://kollegium.partium.ro/hu

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature
RO ORADEA02	**Prof. Dr. Iosif Palfi Rector**		
AL VLORE01	**Prof. Dr. Roland Zisi Rector**	01.12.2023	