



EUROPEAN UNION

Erasmus+
Enriching lives. opening minds.

2021-2027

UNIVERSITETI "ISMAIL QEMALI"
VLORE
ZYRA E PROTOKOLL - ARKIVËS
NR. 1605/4 PROT.
DATA 02.11.2022

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Learning mobility for higher education students and staff**

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



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
- KA171

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.

¹Inter-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.

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

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

⁴https://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
Tallinn Health Care College	EE TALLINN12	Grete Sõõru Head of International Relations grete.sooru@ttk.ee +372 5167577	General: https://ttk.ee/en Faculty/faculties: https://ttk.ee/en/structure Course catalogue: https://www.ttk.ee/en/student-mobility
University of Vlora	PIC: 934361522 OID: E10159336	Academic Contact: Prof asoc Enkelejd Mehilli mechili@univlora.edu.al Administrative contact: Projects and International Relation office Msc. Rezarta Sinanaliaj international@univlora.edu.al Address: L. Pavarësia, 9400 Vlorë, Albania Tel: +3556953036	General: https://univlora.edu.al/en/ Faculty/faculties: https://univlora.edu.al/fakulteti-i-shendetit-publik/ Course catalogue: https://univlora.edu.al/wp-content/uploads/2021/02/Katalogu-i-lendeve-2020-2021.pdf

⁵Higher 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.



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]	Subject area ISCED CODE ⁷ (optional)	Subject area NAME (optional)	Study cycle [short cycle, 1st, 2nd or 3rd] (optional)	Number of mobility periods			
					Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]	Staff Mobility [Specify here total number of staff]	Staff Mobility [Specify here total number of days]
EE TALLINN12	VLORA	0913	Nursing and Midwifery	1st	2	3	2	5
VLORE	EE TALLINN12	0913	Nursing and Midwifery	1st	2	3	2	5

Optional additional information

e.g. blended mobility, etc.

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



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 [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
EE TALLINN12	Nursing and Midwifery	Estonian	English Russian	B2	B2
VLORE	Nursing and Midwifery	Albanian	English	B1	B2

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.

⁸For 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>



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+ mobility period. 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
In the beginning of each semester partners may on a mutually acceptable basis discuss and agree on use of organisational support funds.	Organizational arrangements with partner institutions.
	Provide information and assistance to students and staff a) to ensure successful exchange period; b) to facilitate adoption in the HEI and local environment (including ice-breaking events, linguistic and intercultural preparation).
	Promote and manage the participation of individuals with fewer opportunities.
	Promote and manage blended and/or international mobility; specific arrangements to ensure the quality of student traineeships in receiving enterprises/organizations.
	Force majeure situations.



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
EE TALLINN12	Winter Term: from September to January Spring Term: from February to June	May 15 th November 15 th
VLORE	Winter Term: from October to February Spring Term: from March to July	Both Nomination and Application for winter term: 31st of July Both Nomination and Application for spring term: 31st of December

The receiving institution will send its decision within [x] 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:

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



Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
VLORE	Projects and International Relation Office international@univlora.edu.al	https://univlora.edu.al/sektori-projekteve/erasmus/ https://univlora.edu.al/wp-content/uploads/2019/06/Rregullore-ICM-e-miratar.pdf

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	Subject area: Nursing and Midwifery EQF level 6	https://ttk.ee/en/student-mobility
Inclusion measures ¹⁰	Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide) To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.	https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

Selection criteria for UV

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



Requirement	Details	Website for information (optional)
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<p>Academic requirements</p>	<p><u>Selection criteria for students:</u></p> <ul style="list-style-type: none"> • <u>Academic performance. All the students are eligible to apply despite their grade point and they will be evaluated following the academic performance</u> • <u>Number of ECTS credits (or equivalent) already completed before the start of the mobility: min. 30 ECTS (only for students enrolled in the 1st study cycle)</u> • <u>Subject area (ISCED code): according to the table in section 2</u> • <u>Language skills level as required in the IIA, proved by a document</u> • <u>In case of equivalent academic level, preference should be assigned to students from less advantaged socio-economic backgrounds (including refugees, asylum seekers and migrants).</u> • <u>Lower priority will be given to those who have already participated in mobility actions in the same study cycle under the LLP-Erasmus Programme, Erasmus Mundus Programme or Erasmus+ Programme.</u> <p><u>Selection criteria for staff:</u></p> <ul style="list-style-type: none"> • <u>Full- time employee</u> • <u>Academic rank for academic staff/ Work experience for administrative staff)</u> • <u>Language skills level as required in the IIA, proved by a document</u> • <u>Lower priority will be given to those who have already participated in mobility actions under the</u> 	<p>https://univlora.edu.al/sektori-projekteve/erasmus/</p> <p>https://univlora.edu.al/wp-content/uploads/2019/06/Rregullore-ICM-e-miratuar.pdf</p> 
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	<u>LLP-Erasmus Programme, Erasmus Mundus Programme or Erasmus+ Programme.</u>	
CV	-	
Motivation letter		
Inclusion measures ¹¹	<u>Bonus points in the selection process for:</u> <ul style="list-style-type: none"> • <u>Students/staff undertaking their first ever Erasmus mobility</u> • <u>Students/staff with fewer opportunities</u> 	https://univlora.edu.al/wp-content/uploads/2019/06/Rregullore-ICM-e-miratuar.pdf
Other		

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*¹².
- 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

¹¹ 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

¹² The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en



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 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	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Language Support	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Visa	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Insurance	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Inclusion of participants with fewer opportunities	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Mentoring	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Grant payments	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Alumni information	EE TALLINN12	elina.roosaar-korba@ttk.ee +372 671 1713	https://www.ttk.ee/en/student-mobility
Accommodation	VLORE	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2021/02/UV-Erasmus-Incoming-Student-Guide-2020-2021.pdf
Language Support	VLORE	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2021/02/UV-Erasmus-Incoming-Student-Guide-2020-2021.pdf
Visa	VLORE	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2021/02/UV-Erasmus-Incoming-Student-Guide-2020-2021.pdf



Insurance	VLORE	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2021/02/UV-Erasmus-Incoming-Student-Guide-2020-2021.pdf
Inclusion of participants with fewer opportunities	VLORE	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2019/06/Rregullore-ICM-e-miratuar.pdf e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.
Mentoring	VLORE	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2021/02/UV-Erasmus-Incoming-Student-Guide-2020-2021.pdf
Grant payments	VLORE	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2021/02/UV-Erasmus-Incoming-Student-Guide-2020-2021.pdf
Alumni information	VLORE	international@univlora.edu.al	www.univlora.edu.al



7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

The European Credit Transfer and Accumulation System

- 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:
 - o 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.
 - o 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.
 - o 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' guide¹³. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information																															
EE TALLINN12		Non-distinctive evaluation: passed/failed. Distinctive evaluation: A – excellent, B – very good, C – good, D – satisfactory, E – sufficient, F – insufficient.																															
VLORE		<p>The Albanian Credit System is compatible with the European Credit Transfer System (ECTS)</p> <p>1 semester = 30 ECTS credits</p> <p>1 full academic year = 60 ECTS credits</p> <table border="1" data-bbox="1152 842 1998 1299"> <thead> <tr> <th data-bbox="1152 842 1295 970">Points (%)</th> <th data-bbox="1295 842 1605 970">Examination (Alphabetical point scale)</th> <th data-bbox="1605 842 1719 970">Grades</th> <th data-bbox="1719 842 1998 970">Description of the local grade in Albanian</th> </tr> </thead> <tbody> <tr> <td data-bbox="1152 970 1295 1023">90-100</td> <td data-bbox="1295 970 1605 1023">A „excellent“</td> <td data-bbox="1605 970 1719 1023">10</td> <td data-bbox="1719 970 1998 1023">„shkëlqyeshëm“</td> </tr> <tr> <td data-bbox="1152 1023 1295 1075">80-89</td> <td data-bbox="1295 1023 1605 1075">B „very good“</td> <td data-bbox="1605 1023 1719 1075">9</td> <td data-bbox="1719 1023 1998 1075">„shumë mirë“</td> </tr> <tr> <td data-bbox="1152 1075 1295 1128">70-79</td> <td data-bbox="1295 1075 1605 1128">C „good“</td> <td data-bbox="1605 1075 1719 1128">8</td> <td data-bbox="1719 1075 1998 1128">„mirë“</td> </tr> <tr> <td data-bbox="1152 1128 1295 1181">60-69</td> <td data-bbox="1295 1128 1605 1181">D „satisfactory“</td> <td data-bbox="1605 1128 1719 1181">7</td> <td data-bbox="1719 1128 1998 1181">„kenaqshëm“</td> </tr> <tr> <td data-bbox="1152 1181 1295 1233">50-59</td> <td data-bbox="1295 1181 1605 1233">E „sufficient“</td> <td data-bbox="1605 1181 1719 1233">6</td> <td data-bbox="1719 1181 1998 1233">„mjaftueshëm“</td> </tr> <tr> <td data-bbox="1152 1233 1295 1299">40-49</td> <td data-bbox="1295 1233 1605 1299">E „pass“</td> <td data-bbox="1605 1233 1719 1299">5</td> <td data-bbox="1719 1233 1998 1299">„kalueshëm“</td> </tr> </tbody> </table>				Points (%)	Examination (Alphabetical point scale)	Grades	Description of the local grade in Albanian	90-100	A „excellent“	10	„shkëlqyeshëm“	80-89	B „very good“	9	„shumë mirë“	70-79	C „good“	8	„mirë“	60-69	D „satisfactory“	7	„kenaqshëm“	50-59	E „sufficient“	6	„mjaftueshëm“	40-49	E „pass“	5	„kalueshëm“
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¹³ The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

		0-39	FX „fail“	1-4	„jokalues“	
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9. Any other information regarding the terms of the agreement (optional)

10. Termination of the agreement

On the procedure for modifying or terminating the inter-institutional agreement, 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. 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	Signature¹⁴
EE TALLINN12	Grete Sõõru Head of International Relations	01.10.2022	
University of Vlora "Ismail Qemali" VLORE	Prof.Dr Roland Zisi Rector	01.10.2022	

¹⁴Scanned copies of signatures or digital signatures may be accepted depending on the national legislation