



Erasmus+ Programme

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

Inter-institutional agreement 2021-2027 between programme countries

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 related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

| Name of the institution (and department, where relevant) | Erasmus code | Contact details (email, phone) | Website (eg. of the course catalogue) |
|---|--|--|---|
| Westfälische Hochschule Gelsenkirchen, Bocholt, Recklinghausen – University of Applied Sciences | D GELSENK02 PIC: 990997106 OID: E10181503 | Head of International Office & Erasmus+ Institutional Coordinator Nora Isabel Bochnig E-mail: nora.bochnig@w-hs.de Phone: +49 (0)209 9596 160 Departmental Coordinator Prof. Dr. Susanne Hohmann E-mail: Susanne.hohmann@w-hs.de Kerstin Op ten Hövel Email: Kerstin.OptenHoefel@w-hs.de | University web-site: https://www.en.w-hs.de/ Exchange Students: https://www.en.w-hs.de/exchange/ Course Catalogue: https://www.en.w-hs.de/exchange/bachelors-degree/ |
| University of Vlora 'Ismail Qemali' Albania (Universiteti 'Ismail Qemali' Vlorë) | VLORË OID: E10159336 | Administrative contact Ms Rezarta Sinanalaj Projects and International Relation Office | University web-site: https://univlora.edu.al/ |

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|--|--|---|--|
| | | <p>email:international@univlora.edu.al Tel: +355695303633</p> <p>Departmental Coordinator: Assoc. Prof. Fioralba Vela fioralba.vela@univlora.edu.al</p> | <p>Course Catalogue: https://univlora.edu.al/courses-erasmus/</p> <p>Department Web-site: https://univlora.edu.al/fakulteti-i-ekonomise/</p> |
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B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 [ISCED] | Subject area name | Study cycle [short cycle, 1 st , 2 nd or 3 rd] | Number of student mobility periods | |
|---|---|------------------------------|--------------------------------|---|------------------------------------|-----------------------------------|
| | | | | | Student Mobility for Studies | Student Mobility for Traineeships |
| VLORE | D GELSENK02 | | International Business Studies | 1 st , 2 nd , | 3 students x 6 months | Only by individual agreement |
| D GELSENK02 | VLORE | 0410 | Business and administration | 1 st , 2 nd , | 3 students x 6 months | Only by individual agreement |

| 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 |
| | | | | [total number of days of teaching] | |

| <i>periods or average duration *</i> | | | | | |
|--------------------------------------|-------------|------|--------------------------------|------------------------|------------------------------|
| VLORE | D GELSENK02 | | International Business Studies | 2 staff x 1 week(s) | Only by individual agreement |
| D GELSENK02 | VLORE | 0410 | Business and administration | 2 staff x 1 week(s) | Only by individual agreement |

Optional additional programs

Blended Intensive Programs are subject to individual arrangements between partners.

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 level¹ | |
|---|-----------------------------------|---|--|--|----|
| | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] | | |
| D GELSENK02 | | German | English | B2 | B2 |
| VLORE | | Albanian | English | B1 | B2 |

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

¹For 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. Additional requirements

D GELSENK02

- Exchange students should be nominated by the home institution.
- Exchange students should apply according to the procedure described on this website: <https://www.en.w-hs.de/exchange/application/>
- Exchange students will have the same rights and obligations as national students. They are therefore required to pay the obligatory social fees for the student union of appr. 330 Euros per semester which allows them among other amenities free public transport within North Rhine-Westphalia.
- WH welcomes students and staff with special needs. In order to provide the best services and infrastructure, prior consultation is recommended.

VLORE

- Exchange students should be nominated by the home institution.
- Exchange students should apply according to the procedure described on this website: <https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf>

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|--|--|
| D GELSENK02 | Nomination: May 15th Application Deadline: June 10 th | Nomination: Nov 15th Application Deadline: December 10 th |
| VLORE | Winter Term: mid-October – February Spring Term: March – mid-July | Winter Term: nomination deadline: 15th July application deadline: 15th September Spring Term: nomination deadline: 15th December application deadline: 15th January |

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. 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."]

F. Information

1. Grading systems of the institutions

D GELSENK02: <https://www.en.w-hs.de/exchange/learning-agreement/>

VLORE: https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

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] | Contact details (email, phone) | Website for information |
|----------------------------------|--|---|
| D GELSENK02 | Exchange.students@w-hs.de | https://www.en.w-hs.de/exchange/visa-residence-perr |
| VLORE | international@univlora.edu.al | https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf |

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] | Contact details (email, phone) | Website for information |
|----------------------------------|-----------------------------------|-------------------------|
| | | |

| | | |
|-------------|--|---|
| D GELSENK02 | Exchange.students@w-hs.de | https://www.en.w-hs.de/exchange/health-insurance/ |
| VLORE | international@univlora.edu.al | https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf |

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] | Contact details (email, phone) | Website for information |
|-------------------------------|--|---|
| D GELSENK02 | Exchange.students@w-hs.de | https://www.en.w-hs.de/exchange/housing/ |
| VLORE | international@univlora.edu.al | https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf |

G. Signatures of the Institutions

| Institution [Erasmus code] | Name, function | Date | Signature ² |
|-------------------------------|---|------|------------------------|
| D GELSENK02 | Prof. Dr. Bernd Kriegesmann <i>President</i> | | |
| VLORE | Prof. Dr. Roland Zisi <i>Rector</i> | | |

²Scanned signatures are accepted