



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

UNIVERSITETI "PAUL SHKURBE" DORZ

VLORË

ZYRA E PROTOKOLL - ATKIVËS

NR. 106/1 PROT.

DATA 22.01.2024

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

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
Osnabrück University, Germany	D OSNABRU01	Institutional Coordinator: Laura Röhe laura.rohe@uos.de +49 541 969 4708 Project Coordinator: Anne Bartke anne.bartke@uos.de +49 541 969 4765 Departmental Coordinator: Prof. Dr. Alexander Bergs abergs@uni-osnabrueck.de +49 541 969 4255 Administrative Contact: Tamara Schölling ifaa@uni-osnabrueck.de +49 541 969 -6203 / -6042	General: www.uos.de Faculty/faculties: https://www.jlli.uni-osnabrueck.de/institut_fuer_anglistikamerikanistik Course catalogue: https://www.uni-osnabrueck.de/studium/im-studium/veranstaltungssuche/
University of Vlora "Ismail Qemali", Albania	AL VLORE01	Academic coordinator: Assoc. Prof. Armela Panajoti Dean of the Faculty of Humanities	General: www.univlora.edu.al Faculty/faculties: https://univlora.edu.al/fakulteti-i-shkencave-humane/ Course catalogue: https://univlora.edu.al/wp-

⁵ Higher education institutions (HEIs) from 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.

Optional additional information

The numbers listed in the table above are the mobility numbers for the whole duration of the project. The number of exchange students per semester will be defined and agreed upon annually on the basis of exchange seats available in both institutions.

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		Recommended level	
		instruction 1	instruction 2	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]
D OSNABRU01	0232	German	English	B1	B2
AL VLORE01	0232	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.

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>

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
D OSNABRU01	<p>Winter Term: from 01.10. to 31.03.</p> <p>Spring Term: from 01.04. to 30.09.</p>	<p>Winter term: Nomination period: 1st of April until 15th of June (please use nomination sheet)</p> <p>Application deadline: 1st of July</p> <p>Spring Term: Nomination period: 1st of October until 15th of December (please use nomination sheet)</p> <p>Application deadline: 1st of January</p>
AL VLORE01	<p>Winter Term: from the first week of October till end of February</p> <p>Spring Term: from March till June</p>	<p>Winter term: Nomination period: 1st of April until 15th of July (please use nomination sheet)</p> <p>Application deadline: 20th of July</p>

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

CV	n/a	
Motivation letter	n/a	
Inclusion measures ¹⁰	n/a	
Other		

6. Preparation and support

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

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

	AL VLORE01	Assoc. Prof. Armela Panajoti Tel. +355 692384468 armelap@assenglishn.org; armela.panajoti@univlora.edu.al	University of Vlora 'Ismail Qemali' offers to incoming students linguistic support in the field of English studies.
Visa	D OSNABRU01	incoming@uos.de	https://www.uni-osnabrueck.de/en/prospective-students/international-prospective-students/visa-and-entry-requirements/
	AL VLORE01	Projects and International Relations Sector Tel. +355 695303633 international@univlora.edu.al	More information about visa regulations available at: https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf https://punetejashme.gov.al/regjimi-i-vizave-per-te-huajt/
Insurance	D OSNABRU01	incoming@uos.de	https://www.uni-osnabrueck.de/en/prospective-students/international-prospective-students/service/welcome-week-and-pick-up-service/
	AL VLORE01	Projects and International Relations Sector Tel. +355 695303633 international@univlora.edu.al	University of Vlora 'Ismail Qemali' will provide the participant with the relevant information and support to take an insurance. https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Inclusion of participants with fewer opportunities	D OSNABRU01	incoming@uos.de	https://www.uni-osnabrueck.de/en/university/service-facilities/zentrale-verwaltung/the-equal-opportunity-office/
	AL VLORE01	Projects and International Relations Sector Tel. +355 695303633 international@univlora.edu.al	University of Vlora 'Ismail Qemali' has the infrastructure to host students and staff with children as well as students and staff with disabilities (accommodation, classroom access, etc.); we would strongly advise timely notification about the nature of disability to us so that we could organise the support in a proper way. https://www.univlora.edu.al/wp-

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

Erasmus+ programme partners - 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 staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.


			Good	8	C	
			Satisfactory	7	D	
			Sufficient	5-6	E	
			Fail	4	F	

9. Any other information regarding the terms of the agreement (optional)

10. 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. 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
D OSNABRU01	Laura Rohe, Erasmus Institutional Coordinator		
AL VLORE01	Prof. Dr. Roland ZISI Rector of UV	22.01.2024	

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

