



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds

2021-2027

УНИВЕРЗИТЕТ У НИШУ

Број 6/00-58-078/24-002

Датум 09. 04. 2024

«НИШ»

**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**

75011
DATA 27.3.24

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 2023-2027 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
University of Niš	RS NIS01	Prof. Ivica Manić, PhD Email: mobility@ni.ac.rs ivica.manic@elfak.ni.ac.rs Tel: +381 18 257093	General: https://www.ni.ac.rs/en/ Faculty/faculties: https://www.ni.ac.rs/en/faculties Course catalogue*: https://www.ni.ac.rs/en/studies-and-admission/studies/course-catalogue <i>*Please refer to Institutional Fact Sheet for up-to-date information</i>
University of Vlora "Ismail Qemali"	ALVLORE01	Contact persons for the agreement: Literature & Linguistics: Assoc. Prof. Armela Panajoti armelap@assenglish.org armela.panajoti@univlora.edu.al Phone: +355692384468 ICTs: Dr. Eva Cipi eva.cipi@univlora.edu.al Phone: +355692060990	General: https://univlora.edu.al/ Faculty/faculties: https://univlora.edu.al/fakulteti-i-shkencave-humane/ https://univlora.edu.al/fakulteti-i-shkencave-teknike/ Course catalogue: https://univlora.edu.al/courses-erasmus/

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.

		Administrative Contact Rezarta Sinanaliaj Quality Assurance and Project Office international@univlora.edu.al Phone: +355695303633	
[...]			

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. *In case of later updates in the mobility data, the partners can also agree to accept informal communication means (e.g. exchanges of emails as written proof).*

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 - clarifica tion (optional)	Level of education [EQF] (optional)	Number of mobility periods			
					Student Mobility [Total number of students]	Student Mobility [Total number of months]	Staff Mobility [Total number of staff]	Staff Mobility [Total number of days]
ALVLORE01	RS NIS01	0232 Literature and Linguistics 0610 ICTs		6, 7	2	10 months	2	14 days
RS NIS01	ALVLORE01	0232 Literature and Linguistics 0610 ICTs		6, 7	2	10 months	2	14 days

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]	Field of education (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]
RS NIS01	All	Serbian	English	B1	B2
ALVLORE01	All	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>

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
	Make arrangements with partner institution on the terms of the inter-institutional agreement, for the selection, preparation, reception and integration of mobile participants
	Provide updated course catalogues for international students, as well as information and assistance to students and staff regarding the visa regime, insurance requirements and accommodation/housing possibilities
	Provide assistance on preparation of the learning agreements to ensure full recognition of the students' educational components, as well on preparation and recognition of mobility agreements for staff
	Provide linguistic and intercultural preparation to both incoming and outbound students and staff and facilitate the integration of incoming mobile participants in the HEI
	Ensure an efficient mentoring and supervision arrangements of mobile participants
	Ensure recognition of the educational components and related credits, issuing transcript of records and diploma supplements
	Support the reintegration of mobile participants and build on their acquired new competences for the benefit of the HEI and peers

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
RS NIS01	Autumn Term: from October 1st to February 15th Spring Term: from February 15th to July 1st	May 30 th November 30 th
ALVLORE01	Autumn Term: from October to February Spring Term: from March to June	Autumn Term: 15 th July Spring Term: 20 th December

The receiving institution will send its decision within 2 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
RS NIS01	mobility@ni.ac.rs	
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	1 st year undergraduate students (EQF level 6) cannot participate in the programme	
Students:		
Certificate of enrolment	ALVLORE01	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM- -english.pdf
Transcript of records	Details are described in the Internal regulation for the implementation of Erasmus+ ICM.	
Staff:		
Certificate of employment		
CV		
	ALVLORE01	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM- -english.pdf
	Details are described in the Internal regulation for the implementation of Erasmus+ ICM.	
Motivation letter		
	ALVLORE01	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM- -english.pdf
	Details are described in the Internal regulation for the implementation of Erasmus+ ICM.	
	Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide)	

Inclusion measures ¹⁰	ALVLORE01 Details are described in the Internal regulation for the implementation of Erasmus+ ICM.	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.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*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

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

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	RS NIS01	mobility@ni.ac.rs	
	ALVLORE01	international@univlora.edu.al	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
Language Support	RS NIS01	mobility@ni.ac.rs	
	ALVLORE01	international@univlora.edu.al	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
Visa	RS NIS01	mobility@ni.ac.rs	
	ALVLORE01	international@univlora.edu.al	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
Insurance	RS NIS01	mobility@ni.ac.rs	
	ALVLORE01	international@univlora.edu.al	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

Inclusion of participants with fewer opportunities	RS NIS01	mobility@ni.ac.rs	Students with disabilities can be accepted upon consultations with IR Office and Faculty level coordinators. Lecture rooms and toilets accessible to wheelchairs.
	ALVLORE01	international@univlora.edu.al	UV strive to create an inclusive and accessible learning environment for all students, including those with disabilities and marginalized groups, by ensuring that several facilities are physically accessible and also their academic accommodations are meet.
Mentoring	RS NIS01	mobility@ni.ac.rs	
	ALVLORE01	armela.panaioti@univlora.edu.al eva.cipi@univlora.edu.al international@univlora.edu.al	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
Grant payments	RS NIS01	mobility@ni.ac.rs	
	ALVLORE01	international@univlora.edu.al	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
Alumni information	RS NIS01	mobility@ni.ac.rs	
	ALVLORE01	international@univlora.edu.al	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

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. the European Credit Transfer and Accumulation System.]*

RS NIS01 is using the ECTS

ALVLORE01 is using the ECTS

- 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.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
RS NIS01		https://www.ni.ac.rs/en/studies-and-admission/studies/grading-system
ALVLORE01		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

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

10. Termination of the agreement

The involved institutions may 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."

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

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
RS NIS01	Prof. Dragan Antić, PhD Rector	09. 04. 2024	 
ALVLORE01	Prof. Dr. Roland Zisi Rector	27. 3. 2024	 

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