



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014-20/21 between programme countries

#### [Minimum requirements]<sup>2</sup>

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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Sveučilište J.J. Strossmayera</b> <b>Josip Juraj Strossmayer</b> <b>University of Osijek</b>	HR OSIJEK01	Martina Šuto, Institutional Erasmus coordinator International Relations Office, Trg Sv. Trojstva 3; HR- 31000 Osijek, Croatia phone: + 385 31 224 125 ; fax: + 385 31 224 126; <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>	<a href="http://www.unios.hr">www.unios.hr</a> <a href="http://www.unios.hr/incoming-mobility">www.unios.hr/incoming-mobility</a>
<b>Uniwersytet Przyrodniczy we Wrocławiu</b> <b>Wrocław University of Environmental and Life Sciences</b>  ul. C.K. Norwida 25 50-375 Wrocław, Poland	PL WROCLAW04	Mrs. Jadwiga Bolechowska <b>Erasmus Institutional Coordinator</b> , International Relations Office, Incoming Students Tel. +48 71 320 5478 Fax: +48 71 320 5115 <a href="mailto:jadwiga.bolechowska@up.wroc.pl">jadwiga.bolechowska@up.wroc.pl</a>  Krzysztof Kafarski <b>International Relations Office</b> Outgoing Students Tel. +48 71 320 5287 Fax: +48 71 320 5115 <a href="mailto:krzysztof.kafarski@up.wroc.pl">krzysztof.kafarski@up.wroc.pl</a>	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies and students/</a>  <a href="https://www.student.up.wroc.pl/lista/">https://www.student.up.wroc.pl/lista/</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>4</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
HR OSIJEK01	PL WROCLAW04	541	Food processing	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 x 5 = 10	Only by individual agreement
PL WROCLAW04	HR OSIJEK01	541	Food processing	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 x 5 = 10	Only by individual agreement

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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  [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
HR OSIJEK01	PL WROCLAW04	541	Food processing	1 x 1 week	
		99	International relations		1 x 1 week
PL WROCLAW04	HR OSIJEK01	541	Food processing	1 x 1 week	
		99	International relations		1 x 1 week

<sup>4</sup> 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>)

### 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 level <sup>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR OSIJEK01		Croatian	English	B2	B2
PL WROCLAW04		English	Polish	B2	B2

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

### D. Additional requirements

**HR OSIJEK01:** UNIOS cannot accept applications received after the stated deadline. It is not possible for students to defend Bachelor papers, Master thesis or PhD thesis at UNIOS within this agreement and to obtain final qualification. UNIOS provides technical and academic support to students and staff with disabilities; depending on individual needs, excluding financial supports.

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR OSIJEK01	July 1 <sup>st</sup>	December 1 <sup>st</sup>
PL WROCLAW04	Nomination: 01 June Application: 01 July	Nomination: 01 November Application: 15 December

[\* to be adapted in case of a trimester system]

<sup>5</sup> For 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>

2. The receiving institution will send its decision within 3 weeks, provided the documents are complete.
3. 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.
4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

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

**PL WROCLAW04:** [http://www.up.wroc.pl/studies\\_and\\_students/9312/local\\_grades.html](http://www.up.wroc.pl/studies_and_students/9312/local_grades.html)

**HR OSIJEK01:** Croatian Grading system and comparison to ECTS available at: <http://www.unios.hr/index.php?q=5&i=10&j=127>

Transcript of Records is issued in English language, and contains all data needed for comparison to ECTS.

### 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
HR OSIJEK01	International Relations Office phone: + 385 31 224 125 <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>	<a href="http://www.unios.hr/?g=5&amp;i=10&amp;j=129">http://www.unios.hr/?g=5&amp;i=10&amp;j=129</a>
PL WROCLAW04	<a href="mailto:jadwiga.bolechowska@up.wroc.pl">jadwiga.bolechowska@up.wroc.pl</a>	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies_and_students/</a>

### 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
HR OSIJEK01	International Relations Office phone: + 385 31 224 125 <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>	<a href="http://www.unios.hr/?g=5&amp;i=10&amp;j=129">http://www.unios.hr/?g=5&amp;i=10&amp;j=129</a> <a href="http://www.hzzo.hr/en">http://www.hzzo.hr/en</a>
PL WROCLAW04	_____	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies and students/</a>

#### **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
HR OSIJEK01	International Relations Office phone: + 385 31 224 125 <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>	<a href="http://www.unios.hr/index.php?g=5&amp;i=10&amp;j=131">http://www.unios.hr/index.php?g=5&amp;i=10&amp;j=131</a>
PL WROCLAW04	<a href="mailto:jadwiga.bolechowska@up.wroc.pl">jadwiga.bolechowska@up.wroc.pl</a>	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies and students/</a>

# Annex to Erasmus+ Inter-Institutional Agreement

## HR OSIJEK01

### Institutional Factsheet

#### 1. Institutional Information

##### 1.1. Institutional details

Name of the institution	Josip Juraj Strossmayer University of Osijek - UNIOS
Erasmus Code	HR OSIJEK01
ECHE	255170-LA-1-2014-1-HR-E4AKA1-ECHE
Institution website	<a href="http://www.unios.hr">www.unios.hr</a> <a href="http://www.unios.hr/incoming-mobility">www.unios.hr/incoming-mobility</a>
Online course catalogue	<a href="http://www.unios.hr/?g=5&amp;i=10&amp;j=124">http://www.unios.hr/?g=5&amp;i=10&amp;j=124</a>

##### 1.2. Main contacts

Contact person	Martina Šuto, MA
Responsibility	Central management of the ERASMUS+ programme Contact person for Erasmus + partners
Contact details	International Relations Office, Trg Sv. Trojstva 3; HR- 31000 Osijek, Croatia phone: + 385 31 224 125 ; fax: + 385 31 224 126; <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>

#### 2. Detailed requirements and additional information

##### 2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	Croatian, English, German	B2
Staff Mobility for Teaching	Any	Croatian, English, German	B2

\* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction recommendations, please refer to our course catalogue.

##### 2.2. Additional requirements

UNIOS cannot accept applications received after the stated deadline. It is not possible for students to defend Bachelor papers, Master thesis or PhD thesis at UNIOS within this agreement and to obtain final qualification. UNIOS provides technical and academic support to students and staff with disabilities; depending on individual needs, excluding financial supports.

## 2.3. Calendar

### 2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

<b>Autumn term</b>	July 1 <sup>st</sup>
<b>Spring term</b>	December 1 <sup>st</sup>

### 2.3.2. Decision Response

We will send our decision within 4 weeks.

### 2.3.3. Transcripts of Records

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

### 2.3.4. Termination of 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.

Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## 3. Additional information

### 3.1. Grading system

Croatian Grading system and comparison to ECTS available at: <http://www.unios.hr/index.php?q=5&i=10&j=127>

Transcript of Records is issued in English language, and contains all data needed for comparison to ECTS.

### 3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

<b>Contact person</b>	Martina Šuto
<b>Responsibility</b>	Contact person for Erasmus+
<b>Contact details</b>	International Relations Office phone: + 385 31 224 125 <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>
<b>Website</b>	<a href="http://www.unios.hr/?g=5&amp;i=10&amp;j=129">http://www.unios.hr/?g=5&amp;i=10&amp;j=129</a>

### 3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

[http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

<b>Contact person</b>	Martina Šuto
<b>Responsibility</b>	Contact person for Erasmus+
<b>Contact details</b>	International Relations Office phone: + 385 31 224 125 <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>
<b>Website</b>	<a href="http://www.unios.hr/?g=5&amp;i=10&amp;j=129">http://www.unios.hr/?g=5&amp;i=10&amp;j=129</a> <a href="http://www.hzzo.hr/en">http://www.hzzo.hr/en</a>

### 3.4. Housing

Our institution will guide incoming student/staff 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:

<b>Contact person</b>	Martina Šuto
<b>Responsibility</b>	Contact person for Erasmus+
<b>Contact details</b>	International Relations Office phone: + 385 31 224 125 <a href="mailto:erasmus@unios.hr">erasmus@unios.hr</a>
<b>Website</b>	<a href="http://www.unios.hr/index.php?g=5&amp;i=10&amp;j=131">http://www.unios.hr/index.php?g=5&amp;i=10&amp;j=131</a>



## G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>	Stamp
HR OSIJEK01	<b>Prof. Dr. Željko Turkalj</b> Rector of Josip Juraj Strossmayer University of Osijek	20-02-2014		 
PL WROCLAW04	<b>Prof. Dr. hab. Alina Wieliczko</b> <b>Vice-Rector</b> Vice-Rector for International Relations and Regional Cooperation	09.12.2013	 Vice-Rector for International Relations and Regional Cooperation  <i>Prof. Alina Wieliczko, D.V.M., Ph.D.</i>	UNIWERSYTET PRZYRODNICZY we Wrocławiu 50-375 Wrocław, ul. Norwida 25/27

<sup>6</sup> Scanned signatures are accepted