



Erasmus+ Programme

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

Inter-institutional agreement 2015-20 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 ¹ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY ST. KLIMENT OHRIDSKI BITOLA	MK BITOLA01	<p>Institutional E+ Coordinator Prof. Dr Violeta Manevska Vice-Rector violeta.manevska@uklo.edu.mk</p> <p>Administrative coordination Ms Kaliopa Stilinovic Head of IRO kaliopa.stilinovic@uklo.edu.mk Bulevar 1 maj bb 7000 Bitola +389 47 223 788</p> <p>Faculty of Economics – Prilep Departmental coordinator Prof. Dimitar Nikoloski dimitar.nikoloski@uklo.edu.mk Marksova b.b.7500 Prilep +389 48 427 020</p> <p>Faculty of Tourism and Hospitality – Ohrid</p>	<p>http://www.uklo.edu.mk/</p> <p>http://www.eccfp.uklo.edu.mk/</p> <p>http://www.ftu.uklo.edu.mk/</p>

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p>Departmental coordinator Prof. Irina Petrovska irina.petrovska@yahoo.com Kej Makedonija 95 6000 Ohrid +389 46 262 147</p> <p>Faculty of Security – Skopje Departmental coordinator Prof. Marjan Arsovski arsovskim@yahoo.com Idrizovo bb 1000 Skopje +389 2 2546 200</p>	<p>du.mk/</p> <p>http://www.fb.uklo.edu.mk/</p>
<p>Celje School of Economics, Vocational College, Celje</p> <p>Headmaster Mag. Bojan Sešelj</p>	<p>SI CELJE10</p>	<p>Mojca Sendelbah, Erasmus Coordinator mojca.sendelbah@quest.arnes.si</p> <p>Celje School of Economics, Vocational College, Celje Mariborska cesta 2 3000 Celje Slovenija Phone: +386 3 428 54 50</p>	<p>http://visja.escelje.si/</p>

B. Mobility numbers per 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 [total number of months of the study periods]	Student Mobility for Traineeships *
MK BITOLA01	SI CELJE10	0311	Economics	1 st	To be agreed	To be agreed
		04.4	Tourism and hospitality			
		86	Security			
SI CELJE10	MK BITOLA01	0311	Economics	1 st	To be agreed	To be agreed
		04.4	Tourism and hospitality			
		86	Security			

* 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]	Staff Mobility for Training *
MK BITOLA01	SI CELJE10	0311	Economics	3 x 5 days (8 hours)	To be agreed
		04.4	Tourism and hospitality	3 x 5 days (8 hours)	
		86	Security	3 x 5 days (8 hours)	

SI CELJE10	MK BITOLA01	0311	Economics	3 x 5 days (8 hours)	To be agreed
		04.4	Tourism and hospitality	3 x 5 days (8 hours)	
		86	Security	3 x 5 days (8 hours)	

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 ²	
				Student Mobility for Studies	Staff Mobility for Teaching
MK BITOLA01	0311 Economics	English	English	B2	B2
SI CELJE10	0311 Economics	English	English	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:

² 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>

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
MK BITOLA01	Nomination: 1 June	Nomination: 30 November
SI CELJE10	Nomination: 1 December	-

2. The receiving institution will send its decision within 8 weeks.
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

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

MK BITOLA01:

Grading scale - 5-10

- 10 (A) = Excellent
- 9 (B) = Very Good
- 8 (C) = Good
- 7 (D) = Satisfactory
- 6 (E) = Sufficient
- 5 (F) = Fail

SI CELJE10:

- 10 = excellent (odlično),
- 9 = very good (prav dobro),
- 8 = very good (prav dobro),
- 7 = good (dobro),
- 6 = sufficient (zadostno),
- 1 to 5 = fail (nezadostno).

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
MK BITOLA01	IRO Tel: +389 47 242 278	Ms Kaliopa Stilinovic, Head of IRO (kaliopa.stilinovic@uklo.edu.mk) Ms Nurten Sulejmani, IR Officer (nurten.sulejmani@uklo.edu.mk)
SI CELJE10	Mojca Sendelbah, Erasmus Coordinator mojca.sendelbah@quest.arnes.si +386 3 428 54 50	http://visja.escelje.si/

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
MK BITOLA01	IRO Tel: +389 47 242 278	Ms Kaliopa Stilinovic, Head of IRO (kaliopa.stilinovic@uklo.edu.mk) Ms Nurten Sulejmani, IR Officer (nurten.sulejmani@uklo.edu.mk)
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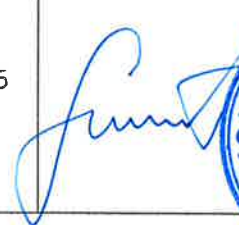

4. Housing

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
MK BITOLA01	IRO Tel: +389 47 242 278	Ms Kaliopa Stilinovic, Head of IRO (kaliopa.stilinovic@uklo.edu.mk) Ms Nurten Sulejmani, IR Officer (nurten.sulejmani@uklo.edu.mk)
SI CELJE10	Mojca Sendelbah, Erasmus Coordinator mojca.sendelbah@guest.arnes.si +386 3 428 54 50	http://visja.escelje.si/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³ and stamp
MK BITOLA01	Prof. Dr Violeta Manevska, Vice-Rector	5. 2. 2016	 
SI CELJE10	mag. Bojan Sešel, Principal	5. 2. 2016	 

³ Scanned signatures are accepted