

Erasmus+ Programme

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

Inter-institutional¹ agreement 2015-20[17]² between institutions from programme and partner countries

[Minimum requirements]³

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about the higher education institutions

Full name of the institution / country	Erasmus code or city ⁴	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Debreceni Egyetem University of Debrecen	HUDEBRECE01	Mr. Peter Gara Institutional coordinator	Tel.: +36 52 512 900 ext. 23256 Debrecen, Egyetem tér 1, Villa no.1 Email: erasmus@unideb.hu	http://www.mobi.unideb.hu
University of Novi Sad	Novi Sad	Institutional coordinator: Prof. Dr. Snežana Smederevac	Vice-Rector for International Relations	http://www.uns.ac.rs/en/

¹ Inter-institutional agreements can be signed by two or more higher education institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher education institutions have to agree on the period of validity of this agreement.

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Higher Education Institutions (HEI) from Erasmus+ programme countries should indicate their Erasmus code while Partner Countries HEI should mention the city where they are located.

		Contact persons: Ivana Vujkov Faculty of Sciences Institutional Coordinator: Prof. Dr. Slobodanka Pajevic Administrative Coordinator: Gordana Vlahović (IRO Faculty of Sciences)	Head of IRO iro@uns.ac.rs +381 21 485 2016 +381 21 485 2017 +381 21 485 2032 erasmus@pmf.uns.ac.rs +381 21 485 2717	https://www.pmf.uns.ac.rs/en/studies/study_programmes/geography_tourism_hotel_management
--	--	---	---	---

B. Mobility numbers⁵ per academic year

FROM [Erasmus code or city of the sending institution]	TO ⁷ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	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 or average duration*]	Student Mobility for Traineeships* [Not relevant for 2015]
HUDEBRECE 01	Novi Sad	-	-	-	-	-
		-	-	-	-	-
Novi Sad	HUDEBRECE01	0532 443	Earth sciences Geography	1st	2 x 5 months	-
		0532 443	Earth sciences Geography	2nd	1 x 5 months	-
		0532 443	Earth sciences Geography	3rd	1 x 5 months	-

⁵ 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>)

FROM ⁷ [Erasmus code or city of the sending institution]	TO ⁷ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of the teaching periods or average duration*]	Staff Mobility for Training *
HUDEBRECE01	Novi Sad	0532 443	Earth sciences Geography	5 (1 x 5 days)	-
		-	-	-	-
Novi Sad	HUDEBRECE01	0532 443	Earth sciences Geography	5 (1 x 5 days)	-
		-	-	-	-

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 or city]	Optional: Subject area	Main language of instruc- tion	Additional language of instruc- tion	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HUDEBRECE01	-	Hungarian	English	B2	B2
Novi Sad		Serbian	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].

⁶ See Common European Framework of Reference for Languages

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁷ of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

http://eacea.ec.europa.eu/funding/2014/call_the_charter_en.php

The higher education institution(s) located in a **partner country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students 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.

The higher education institution located in a **partner country** of Erasmus further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- 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 enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming

⁷ Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.

- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / Insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Any additional requirements

[To be completed if necessary. Other requirements may be agreed on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff including cultural preparation before mobility; the recognition tools used]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

F. Calendar

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

Receiving institution	Autumn term*	Spring term*
HUDEBRECE01	1 June	1 November
Novi Sad	Application deadline 30 June	Application deadline 31 October
	Partner institutions should send nominations by mail to erasmusmobility@uns.ac.rs	

[* to be adapted in case of a trimester system or different seasons]

- The receiving institution will send its decision within **5 weeks**.
- 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
- Termination of the agreement

The partner institutions may modify this Agreement. The modifications will be made in a written form, in a document that will be signed by both partner institutions.

The partner institutions may decide to terminate this Agreement in which case the termination shall enter into force 3 months, at the earliest, after the termination agreement has been signed by both parties.

In the event of unilateral termination, a notice of at least one academic year should be given.

In both cases, the termination of the Agreement should be made in a written form. Also, the termination will not have effect on the activities which were contracted before the termination agreement signing has taken place.

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

G. Information

1. Grading systems of the institutions

Grading system at the University of Debrecen:

The Hungarian education system uses a five-scale system, the numbers corresponds to ECTS in the following way: 5 (Excellent) - A; 4 (Good) - B; 3 (Satisfactory) - C; 2 (Pass) - D, E; 1 (Fail) - F.

Mark	Result
(90% - 100%)	5 - Excellent
(80% - 89%)	4 - Good
(70% - 79%)	3 - Satisfactory
(60% - 69%)	2 - Pass
(0% - 59%)	1 - Fail

Novi Sad:**University of Novi Sad (UNS)** grading system:**Duration of course unit:**

Y = 1 full academic year

1S = 1 semester

Description of the institutional grading system:

Local grade	ECTS Grade	Definition
10	A	Excellent
9	B	Exceptionally good
8	C	Very good
7	D	Good
6	E	Sufficient
5	F	Fail

The lowest passing grade is **6**, and the highest is **10**; the grading is numerical but not according to statistical distribution.

ECTS credits:

1 academic year = 60 credits (CFU/ECTS)

1 semester = 30 credits

For more info on UNS ECTS Grading Scale in the Process of Grade Equivalence, please contact the International Relations Office of the Faculty of Sciences on gordanav@uns.ac.rs (you can receive the document called *Regulations on Student Mobility and Academic Recognition of Mobility Periods Abroad*).

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 or city]	Contact details (e-mail, phone)	Website for information
HUDEBRECE01	erasmus@unideb.hu	http://www.mobi.unideb.hu
Novi Sad	erasmusmobility@uns.ac.rs +381 21 485-2016 +381 21 485-2017 +381 21 485-2032 erasmus@pmf.uns.ac.rs +381 21 485 2899	http://www.uns.ac.rs/en/

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 or city]	Contact details (e-mail, phone)	Website for information
HUDEBRECE01	erasmus@unideb.hu	http://www.mobi.unideb.hu
Novi Sad	erasmusmobility@uns.ac.rs +381 21 485-2016 +381 21 485-2017 +381 21 485-2032 erasmus@pmf.uns.ac.rs +381 21 485 2899	Health insurance is needed for the whole stay in Serbia. http://www.uns.ac.rs/en/


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 or city]	Contact details (e-mail, phone)	Website for information
HUDEBRECE01	erasmus@unideb.hu	http://www.mobi.unideb.hu
Novi Sad	erasmusmobility@uns.ac.rs +381 21 485-2016 +381 21 485-2017 +381 21 485-2032 erasmus@pmf.uns.ac.rs +381 21 485 2899	http://www.uns.ac.rs/en/

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature
HUDEBRECE01	Prof. Dr. András Jávor Vice Rector		
University of Novi Sad, Novi Sad	Prof. Dr. Dušan Nikolić, Rector		