

Erasmus+ Programme

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

Inter-institutional agreement 2014-2020 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, Erasmus code and address (and department, where relevant)	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF MARIBOR SI MARIBOR01 Slomškov trg 15, 2000 Maribor, Slovenia Faculty of Criminal Justice and Security Kotnikova 8, Ljubljana, Slovenia	Dr. Andrej Šotlar Faculty of Criminal Justice and Security Kotnikova 8, Ljubljana, Slovenia andrej.sotlar@fvv.uni-mb.si Tel: +386 1 300 83 32 Fax: +386 1 230 26 87	http://www.fvv.uni- mb.si/en/international-cooperation.aspx
"SŤ KLIMENT OHRIDSKI" UNIVERSITY - BITOLA MK BITOLA01 Bulevar 1 maj bb, 7000 Bitola Republic of Macedonia Phone+389 47 223 788 Fax+389 223 594 Faculty of Security Idrizovo bb, P.O. box 103, Skopje Republic of Macedonia	Institutional Coordinator Prof. Dr Nikola Krstanovski, Vice- Rector for Student Affairs e-mail: nikolakrster@gmail.com Ms. Kaliopa Stilianovic, Head of IRŖ e-mail: kaliopa.stilianovic@uklo.edu.mk Departmental Coordinator PhD Assistant Professor Marjan Arsovski	www.uklo.edu.mk

	Faculty of Security Idrizovo bb, P.O. box 103, Skopje, R. Macedonia arsovskim@yahoo.com Tel: +381 71 330 802 Fax: +389 2 2545 070	
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B. Mobility numbers¹ per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISC ED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
SI MARIBOR01	MK BITOLA01	38	Law	1 st , 2 nd	3x5 (15 months) (3 students)	0
		48	Computing			
		86	Security services			
MK BITOLA01	SI MARIBOR01	38	Law	1 st , 2 nd	3x5 (15 months) (3 students)	0
		86	Security services			

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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration*]	
SI	MK BITOLA01	38	Law	2x5 (10 days)	1x5 (5 days)

¹ 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>)

MARIBOR01		48	Computing	(2 staff)	(1staff)
		86	Security services		
MK BITOLA01	SI MARIBOR01	38	Law	2x5 (10 days) (2 staff)	1x5 (5 days) (1staff)
		86	Security services		

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
SI MARIBOR01		EN		B1	B2
MK BITOLA01		Macedonian	English	B2 (for English taught courses)	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

For admission to the **University of Maribor** in the framework of the Erasmus+ programme, students must follow the application procedure published at the following web page: <http://www.um.si/en/international/erasmus/Pages/Application-procedure-for-Erasmus-students-.aspx>

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]
SI MARIBOR01	July 1 – students from EU June 1 - students from non-EU countries	December 1 – students from EU November 1 – students from non-EU countries
MK BITOLA01	June 1	November 30

2. The receiving institution will send its decision within 3 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

[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. 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

The ECTS users' guide of **University of Maribor** is published at the following web page: <http://www.um.si/en/international/erasmus/Pages/ECTS-users-guide.aspx>

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

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
SI MARIBOR01	Uroš Kline erasmus@um.si tel.: +386 2 23 55 342	http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx
MK BITOLA01	IR Office Phone+389 47 242 278	Ms Kaliopa Stilianovic, Head of IRO kaliopa.stilianovic@uklo.edu.mk Ms Nurten Sulejmani, IR Officer nurten.sulejmani@uklo.edu.mk

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
SI MARIBOR01	Uroš Kline erasmus@um.si tel.: +386 2 23 55 342	http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx
MK BITOLA01	IR Office Phone+389 47 242 278	Ms Kaliopa Stilianovic, Head of IRO kaliopa.stilianovic@uklo.edu.mk Ms Nurten Sulejmani, IR Officer nurten.sulejmani@uklo.edu.mk

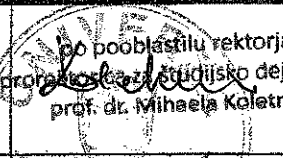
4. Housing

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
SI MARIBOR01	Uroš Kline erasmus@um.si tel.: +386 2 23 55 342	http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx
MK BITOLA01	IR Office Phone+389 47 242 278	Ms Kaliopa Stilianovic, Head of IRO kaliopa.stilianovic@uklo.edu.mk Ms Nurten Sulejmani, IR Officer nurten.sulejmani@uklo.edu.mk

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
SI MARIBOR01	Prof. Dr. Danijel Rebolj, Rector	5.5.2017	 po pooblastilu rektorja profesorica za študijsko dejavnost prof. dr. Mihaela Koletnik
MK BITOLA01	Prof. Dr Nikola Krstanoski, Vice-Rector	14/03/2014	