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**Erasmus+ Programme**

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

**Inter-institutional agreement 2014/15-2020/21  
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**  **(email, phone)** | **Website**  **(e.g. of the course catalogue)** |
| **VŠB-Technická Univerzita Ostrava**  **Faculty of Safety Engineering** | **CZ OSTRAVA01** | **Institutional Coordinator:**  Ing. Jan Pavlík  VŠB – Technical University of Ostrava  17. listopadu 15  708 33 Ostrava – Poruba  Czech Republic  phone:+420 59 732 1215  fax: +420 59 732 32 33,  email: [jan.pavlik@vsb.cz](mailto:jan.pavlik@vsb.cz)  **Departmental coordinator:**  Markéta Šebestová  Lumírova 13  700 30 Ostrava – Výškovice  Czech Republic  phone:+420 59 732 2852  email: [marketa.sebestova@vsb.cz](mailto:marketa.sebestova@vsb.cz) | General information:  <http://www.vsb.cz/9230/en/incoming-students/erasmus-programme/>  Courses catalogue:  <http://www.vsb.cz/9230/en/exchange-courses/fbi?academicYearId=54&facultyId=3> |
| **Univerza v Mariboru**  (In English: University of Maribor)  **Faculty of Criminal Justice and Security** | **SI MARIBOR01** | **Erasmus Institutional Coordinator:**  Dr. Tatjana Welzer Družovec  Contact person:  Eva Škruba  [erasmus@um.si](mailto:erasmus@um.si)  +386 2 23 55 446  University of Maribor  Slomškov trg 15,  2000 Maribor, Slovenia  **Erasmus faculty coordinator:**  Dr. Andrej Sotlar  Vice-dean for International Cooperation  [andrej.sotlar@fvv.uni-mb.si](mailto:andrej.sotlar@fvv.uni-mb.si)  +386 1 300 83 32  Faculty of Criminal Justice and Security  Kotnikova 8, 1000 Ljubljana, Slovenia | General information:  <http://www.um.si/en/international/erasmus/Pages/Erasmus-exchange-at-UM.aspx>  Courses catalogue:  <http://www.fvv.uni-mb.si/en/international-cooperation.aspx> |

**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, 1st , 2nd or 3rd] \**** | **Number of student mobility periods** | |
| Student Mobility for Studies  *[total number of months of the study periods]* | *Student Mobility for Traineeships \** |
| CZ OSTRAVA01 | SI MARIBOR01 | 1032 | Protection of persons and property | 1st,2nd, 3rd | 2 (10 months) |  |
| SI MARIBOR01 | CZ OSTRAVA01 | 1032 | Protection of persons and property | 1st,2nd, 3rd | 2 (10 months) |  |

*[\*Study cycle is optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.]*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 \** |
| CZ OSTRAVA01 | SI MARIBOR01 | 1032 | Protection of persons and property | 2 (14 days) | 2 (14 days) |
| SI MARIBOR01 | CZ OSTRAVA01 | 1032 | Protection of persons and property | 2 (14 days) | 2 (14 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]** | **Subject area** | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level[[1]](#footnote-1)** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| CZ OSTRAVA01 | All | Czech | English | B1 | B2 |
| SI MARIBOR01 |  | 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].*

**D. Additional requirements**

**VŠB-TU Ostrava:** In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact Erasmus Institutional Coordinator. For information about facilities for students and staff with disabilities see: <http://www.vsb.cz/9230/en/incoming-students/information/ects/information-for-students/facilities-for-special-needs-students/>

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:

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Autumn term**  **[month]** | **Spring term**  **[month]** |
| CZ OSTRAVA01 | 31st May | 30th November |
| 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 |

2. The receiving institution will send its decision within [4] weeks.

3. A Transcript of Records will be issued by the receiving institution no later than [4] 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. 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**

**VŠB-TU Ostrava** grading system is described at: [www.vsb.cz/grading-system-description](http://www.vsb.cz/grading_system_description)

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>

**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** |
| CZ OSTRAVA01 | [erasmus-visa@vsb.cz](mailto:erasmus-visa@vsb.cz) | <http://www.vsb.cz/visa> |
| SI MARIBOR01 | Uroš Kline  [erasmus@um.si](mailto:erasmus@um.si)  tel.: +386 2 23 55 342 | <http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx> |

**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** |
| CZ OSTRAVA01 | [erasmus-insurance@vsb.cz](mailto:erasmus-insurance@vsb.cz) | <http://www.vsb.cz/insurance> |
| SI MARIBOR01 | Uroš Kline  [erasmus@um.si](mailto:erasmus@um.si)  tel.: +386 2 23 55 342 | <http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx> |

**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** |
| CZ OSTRAVA01 | [accommodation@vsb.cz](mailto:accommodation@vsb.cz) | <http://accommodation.vsb.cz> |
| SI MARIBOR01 | Uroš Kline  [erasmus@um.si](mailto:erasmus@um.si)  tel.: +386 2 23 55 342 | <http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx> |

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature[[2]](#footnote-2)** |
| CZ OSTRAVA01 | prof. ing. Pavel Poledňák, PhD.  Dean |  |  |
| SI MARIBOR01 | Prof. dr. Danijel Rebolj, Rector |  |  |

1. 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> [↑](#footnote-ref-1)
2. Scanned signatures are accepted [↑](#footnote-ref-2)