



**Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement 2016-20[22]²
between programme 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 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 ⁴ (email, phone) | Website (eg. of the course catalogue) |
|--|------------------------------|---|---|
| Liverpool John Moores University (LJMU) Liverpool Centre for Advanced Policing Studies (LCAPS) | UKLIVERP O 02 | Erasmus+ Coordinator Humanities & School of Sciences LJMU: Katherine Harbord K.A.Harbord@ljmu.ac.uk LCAPS contact: Dr Yarin Eski Tel: +44 (0)151 231 5160 y.eski@ljmu.ac.uk Erasmus+ Institutional Coordination Team: Tel: +44 151 904 6470 erasmus@ljmu.ac.uk | https://www.ljmu.ac.uk/students/go-abroad/study-or-work-abroad/erasmus/study-at-ljmu |
| University of Maribor Faculty of Criminal Justice and Security | SI MARIBOR 01 | Institutional Coordinator: Mladen Kraljić Tel: +3862 2355347 mladen.kraljic@um.si Departmental Coordinator (FCJS): Assist. prof. Aleš Bučar Ručman Tel: +38613008310 ales.bucar@fvv.uni-mb.si | http://www.fvv.um.si/en/international-cooperation/erasmus-exchange-students.aspx |

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

B. Mobility numbers^s 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 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 * |
| UKLIVERPO 02 | SI MARIBORO 1 | 86 | Security services | 1 st , 2 nd | 3 x 6 (18 months) | 0 |
| SI MARBOR01 | UKLIVERPO 02 | 86 | Security services | 1 st , 2 nd | 3 x 6 (18 months) | 0 |

[*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 * |
| UKLIVERPO 02 | SI MARIBORO1 | 86 | Security services | 2x5 (10days) (2 staff) | 1x5 (5 days) (1 staff) |
| SI MARIBORO1 | UKLIVERPO 02 | 86 | Security services | 2x5 (10 days) (2 staff) | 1x5 (5 days) (1 staff) |

^s 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 ⁶ | |
|---|---------------------------|---------------------------|---------------------------|--|---|
| | | | | Student Mobility for Studies <i>Minimum recommended level: B1</i> | Staff Mobility for Teaching <i>Minimum recommended level: B2</i> |
| UKLIVERPO 02 | | English | 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

UKLIVERPO 02: If students are interested in studying at one of the Erasmus+ partner institutions they will need to contact the relevant coordinator within their subject area. The host must confirm the placement in writing, as well as that the placement must be academically suitable and agreed with the student's Erasmus Academic Coordinator. The placement must be in one of the 33 European countries that is not the student's country of residence (i.e. the 28 EU member states plus Iceland, Liechtenstein, Norway, Turkey and the former Yugoslav Republic of Macedonia). It has to be a well-organised placements that assist students to acquire practical experience and add practical skills to the knowledge and qualifications that have previously been gained through either formal or non-formal education. The placement must be carried out under guidance of a competent supervisor and have clear evaluation criteria of the placement period, for a minimum of two months and maximum of one year.

SI MARIBOR01: 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>

⁶ 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>

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|---|--|
| UKLIVERPO 02 | October start | January start |
| 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 |

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

2. 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.

3. 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

UKLIVERPO 02:

| LJMU Undergraduate Marking System | Approximate Equivalent | ECTS Grading Scale |
|--|-------------------------------|---------------------------|
| 80-100% | Excellent | A |
| 70-79% | Very good | B |
| 60-69% | Good | C |
| 50-59% | Satisfactory | D |
| 40-49% | Sufficient | E |
| 0-39% | Fail | F/FX |

| LJMU Postgraduate Marking System | Approximate Equivalent | ECTS Grading Scale |
|---|-------------------------------|---------------------------|
| 80-100% | Excellent | A |
| 70-79% | Very good | B |
| 60-69% | Good | C |
| 55-59% | Satisfactory | D |
| 50-54% | Sufficient | E |
| 0-49% | Fail | F/FX |

SI MARIBOR01:

| Slovenia Marks | Approximate Equivalent | ECTS Grading Scale |
|-----------------------|-------------------------------|---------------------------|
| 10 | excellent | A |
| 9 | very good | B |
| 8 | good | C |
| 7 | satisfactory | D |
| 6 | sufficient | E |
| 5-1 | fail | F / FX |

<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 |
|--------------------------------------|--|---|
| UKLIVERPO 02 | Erasmus+ Institutional Coordinator Tel: +44 151 904 6470 erasmus@ljmu.ac.uk International Admissions Team Tel (visa inquiries): +44 151 231 3673 internationaladvice@ljmu.ac.uk | https://www.ljmu.ac.uk/study/international-students/visa-information |

| | | |
|---------------------|---|---|
| | Tel (general inquiries): +44 151 231 5090 international@ljmu.ac.uk | |
| SI MARIBOR01 | International relations office Tel: +386 22355342 erasmus@um.si | 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 |
|----------------------------|---|---|
| UKLIVERPO 02 | Erasmus+ Institutional Coordinator Tel: +44 151 904 6470 erasmus@ljmu.ac.uk International Admissions Team Tel: +44 151 231 5090 international@ljmu.ac.uk | http://www.ljmuisc.com/fees/student-insurance |
| SI MARIBOR01 | International relations office Tel: +386 22355342 erasmus@um.si | http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx |


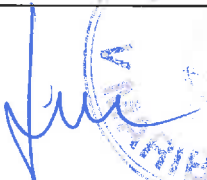
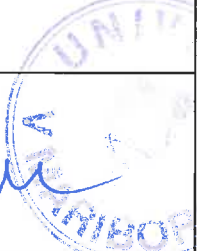
4. Housing

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 |
|----------------------------|---|---|
| UKLIVERPO 02 | Accommodation team accommodation@ljmu.ac.uk Erasmus+ Institutional Coordinator Tel: +44 151 904 6470 erasmus@ljmu.ac.uk International Admissions Team Tel: +44 151 231 5090 international@ljmu.ac.uk | https://www.ljmu.ac.uk/discover/your-student-experience/accommodation/exchange-students |
| SI MARIBOR01 | International relations office Tel: +386 22355342 erasmus@um.si | http://www.um.si/en/international/erasmus/Pages/Accommodation.aspx |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁷ |
|----------------------------------|---|------------------|--|
| UKLIVERPO 02 | Dr Daniel Silverstone, LCAPS Director | 20 March 2017 |  |
| SI MARIBOR01 | Prof. dr. Igor Tičar, Rector | 21. 03. 2017 |   |

⁷ Scanned signatures are accepted