



Erasmus+ Programme

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

Inter-institutional agreement 2018/19 -2020/21¹ 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 ² (email, phone)	Website (eg. of the course catalogue)
Sveučilište u Zagrebu (University of Zagreb) Faculty of Electrical Engineering and Computing	HR ZAGREB 01	<u>Institutional coordinator:</u> Ida Ogulinac (Ms), erasmus.coordinator@unizg.hr , Tel: +385-1-46-98-128 <u>Faculty coordinator:</u> Dr. Ljiljana Brkić (Ms), ljiljana.brkic@fer.hr , Tel. +385-1-6129-973 <u>Mobility Office</u> Neda Tomaš (Ms), mobility@fer.hr tel. +385-1-6129-736 Unska 3, HR-10000 Zagreb	http://international.unizg.hr/international_students/exchange_students https://www.fer.unizg.hr/en/study_programs/student_exchange/erasmus http://www.fer.unizg.hr/en
UNIVERSITY OF UDINE <i>International Relations</i>	I UDINE01	Claudia.schileo@uniud.it outgoing mobility & Erasmus+	Homepage for Incoming Students:

¹ Higher Education Institutions have to agree on the period of validity of this agreement

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>and Mobility Office v. Palladio, 8 33100 UDINE ITALY PIC-Number 999899281</p>		<p>Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221</p> <p>International Student Service iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497</p> <p>Academic contact: prof. Palestri P. Pierpaolo.palestri@uniud.it</p>	<p>http://www.uniud.it/en/uniud-international/incoming-exchange-students</p> <p>General course catalogue: http://www.uniud.it/it/didattica/info-didattiche/guida-del-corso</p> <p>Courses held in English: http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses</p>
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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 *
I UDINE01	HR ZAGREB 01	061	ICT and Computer Science	1 st , 2 nd , 3 rd	12 (2 students x 6 months)	/
		0713	Electricity and energy			
		0714	Electronics and automation			
HR ZAGREB 01	I UDINE01	061	ICT and Computer Science	1 st , 2 nd , 3 rd	12 (2 students x 6 months)	/
		0713	Electricity and energy			

		0714	Electronics and automation			
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* *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 *
I UDINE01	HR ZAGREB 01	061	Computing	10 days (2 persons x 5 days)	10 days (2 person x 5 days)
		0713	Electricity and energy		
		0714	Electronics and automation		
HR ZAGREB 01	I UDINE01	061	Computing	10 days (2 persons x 5 days)	10 days (2 person x 5 days)
		0713	Electricity and energy		
		0714	Electronics and automation		

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	Language of	Language of	Recommended language of instruction level ³
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³ 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>

[Erasmus code]	Optional: Subject area	instruc- tion 1	instruc- tion 2	Student Mobility for Studies	Staff Mobility for Teaching
HR ZAGREB 01		Croatian	English	English B2 (obligatory)	B2
I UDINE01		Italian	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 ZAGREB01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@unizg.hr

I UDINE01: *At the University of Udine:* Courses held in English can be offered within some study courses. The student can check the list on our web-site: <http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR ZAGREB01	10 th May	10 th November
HR ZAGREB01 important: students that require a VISA are strongly advised to apply and send their documents one month prior to the deadline since the Visa application process may take several weeks or even months.		
I UDINE01	15 May (nomination letter)	30 September (nomination letter)

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

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."]

- **I UDINE01** will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from I UDINE01.
- Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). **I UDINE01** cannot guarantee the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc...).
- **I UDINE01** will send its decision (Information package) within 8 weeks at the maximum from the reception of the nomination letter.
- Erasmus incoming student at **I UDINE01** has to collect the Transcript of Records before leaving Udine, otherwise the Transcript of Records will be issued and sent by I UDINE01 no later than 5 weeks directly to the personal post address of the student.

F. Information

1. Grading systems of the institutions

HR ZAGREB 01:

<http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/academic-information/the-ects-system-and-student-progress-assessment/>

I UDINE01:

[Erasmus code]	WEB PAGE
I UDINE01	http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects

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
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HR ZAGREB01	incoming@unizg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/
I UDINE01		http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/right-to-stay-in-udine-no-eu-students

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
HR ZAGREB01	incoming@unizg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/
I UDINE01		<p>At the University of Udine: Non Eu students can provide personally to get a private insurance in order to obtain the VISA for the study period.</p> <p>Eu students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.</p>

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
HR ZAGREB01	vlado.levak@sczq.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/housing/

I UDINE01	http://www.uniud.it/en/uniud-international/incoming-exchange-students/pre-arrival-information/accommodation-in-udine
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
HR ZAGREB 01	Prof. Mislav Grgić, PhD, Dean*	16.10.2014	
I UDINE01	Vice Rector for Erasmus+ Mobility prof. M. Ballerini	27.09.14	

* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty.

⁴ Scanned signatures are accepted