



Erasmus+ Programme

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

Inter-institutional agreement 2020/21 – 2021/22 between the University of Belgrade as an institution from Programme country, and the International Humanitarian University as an institution from Partner country

The institutions named below agree to cooperate for the exchange of students and 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 organization 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 ¹	Name & contact details of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
International Humanitarian University, Fontanska Doroga 33, 65009 Odessa, Ukraine PIC Code: 946486910	ODESSA	For academic matters: Vice-rector for Research and Education: Prof. Anatoliy Goncharuk vice-rector@mgu.edu.ua For administrative matters: Educational and Research Center for International Educational Programs: Prof. Alireza Pahlevanzade mgu_rektorat@ukr.net		http://www.mgu.edu.ua http://mgu.edu.ua/en/foreign-citizens http://mgu.edu.ua/en/international-mobility
University of Belgrade, Studentski trg 1, 11000 Belgrade, Serbia	RS BELGRAD02	For academic matters: Academic Coordinator at Faculty of Pharmacy : Snezana Savic snezana.savic@pharmacy.bg.ac.rs For other inquiries: Ms Milena Sikanic International Relations Office of the University of Belgrade		http://www.bg.ac.rs/files/en/international/FAQs-incoming.pdf http://www.bg.ac.rs/welcomeguide.pdf http://www.bg.ac.rs/en/international/projects/erasmus-plus.php Course catalogue: http://bg.ac.rs/en/education/search-study-programs.php Center for Serbian as a Foreign Language www.learnserbian.fil.bg.ac.rs/

¹ 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.

B. Mobility numbers² per project

The partners commit to amend the table below in case of changes in the mobility data by the end of January at the latest in the preceding academic year.

All the mobilities under this Inter-Institutional Agreement must be completed by 10/07/2022 at the latest.

Student mobility:

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 [average duration*]	Student Mobility for Traineeships* [Not relevant]
International Humanitarian University	RS BELGRAD02	- 0916	- Pharmacy	- 2nd, 3rd	1 x 4 months	/
RS BELGRAD02	International Humanitarian University	/	/	/	/	/

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 instruction	Additional language of instruction	Recommended language of instruction level ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
International Humanitarian University		Ukrainian	English	B2	B2
RS BELGRAD02		Serbian	English	B2	B2

² 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>)

³ See Common European Framework of Reference for Languages

For more details on the language of instruction recommendations, see the course catalogue of each institution [*Links on top of agreement*].

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁴ 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_he_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 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.

⁴ Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

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]

International Humanitarian University (ODESSA):

1. Selection of students and staff of the International Humanitarian University shall be carried out by the International Humanitarian University as their sending institution, in a just, objective and transparent manner, with equal opportunities for all candidates.
2. All students and staff coming to the International Humanitarian University are required to register by the dates specified in the Calendar 1.a of the Section F of this Agreement. It is required a confirmation of knowledge of the English language with any certificate of at least B2 level (for students) or the authorship of English-language publications in international peer-reviewed journals (for teachers).
3. All Erasmus+ KA1 mobility nominations from the International Humanitarian University must be signed by the Rector, or Vice-Rector. Those applications and nominations sent directly to host university by candidates or other Faculties/Institutes of the International Humanitarian University should not be accepted and Educational and Research Center for International Educational Programs of the International Humanitarian University should be informed about it. Please note that the applications received through the above manner will not be financially supported by the grant approved under the current project this agreement is subject to.

RS BELGRAD02

4. Selection of students and staff of the University of Belgrade (RS BELGRAD02) shall be carried out by the University of Belgrade (RS BELGRAD02) as their sending institution, in a just, objective and transparent manner, with equal opportunities for all candidates by using the online application system: <http://mobion.bg.ac.rs/>.

Selection criteria are published at the following link:
<http://mobion.bg.ac.rs/howtoapply/selectioncriteria>.

5. All students and staff coming to the University of Belgrade (RS BELGRAD02) are required to register through the online application system at: <http://mobion.bg.ac.rs/> by the dates specified in the Calendar 1.a of the Section F of this Agreement.

6. All Erasmus+ KA1 mobility nominations from the University of Belgrade (RS BELGRAD02) must be sent exclusively from the International Relations Office of the UB, duly signed by the Rector, or Vice-Rectors. Those applications and nominations sent directly to host university by candidates or other Faculties/Institutes of the University of Belgrade should not be accepted and International Relations Office of the University of Belgrade should be informed about it. Please note that the applications received through the above manner will not be financially supported by the grant approved under the current project this agreement is subject to.

7. Persons with disabilities are asked to visit the following link:
<http://www.bg.ac.rs/en/members/centers/students-with-disabilities.php>

F. Calendar

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

Receiving institution	For the Autumn Term*	For the Spring term*
International Humanitarian University	Nomination deadline: April 1st Applications by nominated students must reach the receiving institution by: May 1st	Nomination deadline: October 1st Applications by nominated students must reach the receiving institution by: October 31st
RS BELGRAD02	Nomination deadline: April 1st Applications by nominated students must reach the receiving institution by: May 1st	Nomination deadline: October 1st Applications by nominated students must reach the receiving institution by: October 31st

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

1.b. Academic calendar

Receiving institution	For the Autumn Term*	For the Spring term*
International Humanitarian University	Teaching and exam period: September 1 st - December 30 th	Teaching and exam period: February 22 nd - June 30 th
RS BELGRAD02	Teaching and exam period: October 1 st - February 15 th	Teaching and exam period: February 16 th - September 30 th

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

The nominations should be sent to the following email addresses:

When **International Humanitarian University** is the receiving institution: vice-rector@mgu.edu.ua

and

When **the University of Belgrade** is the receiving institution: milena.sikanic@rect.bg.ac.rs

- 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.
- Termination of the agreement

This agreement is valid from the date of the last signature and shall remain in force **until July 31, 2022**.

This agreement may be amended or modified by a written agreement signed by the legal representatives of both Universities. It may be renewed on the same terms, or on terms as agreed by the two partner institutions.

In the event of unilateral termination, a written notice of at least one academic year is needed and started activities have to be finished in line with eventually signed documents. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

If the European Commission decides not to support the cooperation between our two institutions as agreed in this Inter-institutional Agreement, partner institution will then agree in writing about the realization of the cooperation agreed in this Inter-institutional Agreement.

G. Information

1. Grading systems of the institutions

International Humanitarian University: *The university applies a 100-point grading system for students. The rules of grading are included in the following document:* https://docs.mgu.edu.ua/docs/NormAkti/poloj_poradok_ocinuvan_result.pdf

RS BELGRAD02: *Grading scale is published at the following website:* <http://bg.ac.rs/files/en/international/Grading-scale-FAQ.pdf>

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
International Humanitarian University	Ms. Anastasia Konchickaya anastasiakonchickaa@gmail.com +380957973436	http://mgu.edu.ua/en/foreign-citizens
RS BELGRAD02	http://www.bg.ac.rs/en/international/contacts.php http://www.bg.ac.rs/en/international/projects/erasmus-plus.php	http://www.bg.ac.rs/welcomeguide.pdf http://www.bg.ac.rs/files/en/international/Additional%20information%20-%20visa%20travel,%20accomodation%20(1).pdf

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 (e-mail, phone)	Website for information
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