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Inter-institutional¹ agreement 2018-20[21]²

Key Action 1

– Mobility for learners and staff –
Higher Education Student and Staff Mobility
between institutions from
Programme and Partner Countries³

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 of the organisation 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 higher education institutions

Full name of the institution / country	Erasmus code or city ⁴	Contact details ⁵ (email, phone)	Website (eg. of the course catalogue)
Siauliai State College	LT SIAULIA03	Valdas Meskulis Head of International Office k.nesoviene@svako.lt +370 41 43 37 93	http://www.svako.lt
International Humanitarian University	UA ODESA	Dr. Alireza Pahlevanzade – Incoming / Outgoing students alireza2@mail.ru mgu-center@mail.ru +380 67 399 54 82	http://www.mgu.edu.ua

B. Mobility numbers⁶ per academic year

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle *	Number of student mobility periods Student Mobility for Studies
LT SIAULIA03	UA ODESA	031	Social and behavioural sciences	1 st	2*5
		041	Business and administration	1 st	2*5
		061	Information and Communication Technologies (ICTs)	1 st	2*5

¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

⁴ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁵ Contact details to reach the senior officer in charge of this agreement.

⁶ 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>



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		091	Health	1 st	2*5
		1013	Hotel, restaurants and catering	1 st	2*5
UA ODESA	LT SIAULIA03	05	Social and behavioural sciences	1 st	2*5
		07	Management and administration	1 st	2*5
		12	Information Technologies (ITs)	1 st	2*5
		22	Health care	1 st	2*5

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	[ISCED]		Staff Mobility for Teaching	Staff Mobility for Training
LT SIAULIA03	UA ODESA	031	Social and behavioural sciences	2*5	2*5
		041	Business and administration	2*5	2*5
		061	Information and Communication Technologies (ICTs)	2*5	2*5
		091	Health	2*5	2*5
		1013	Hotel, restaurants and catering	2*5	2*5
UA ODESA	LT SIAULIA03	05	Social and behavioural sciences	2*5	2*5
		07	Management and administration	2*5	2*5
		12	Information Technologies (ITs)	2*5	2*5
		22	Health care	2*5	2*5

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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁷	
				Student Mobility for non-EU students [Minimum recommended level: B1]	Erasmus+ mobility [Minimum recommended level: B2]
LT ŠIAULIA03	031; 041; 061; 091; 1013	Lithuanian	English / Russian for several programs and courses for exchange students	English B1 / Russian B1	English B2 / Russian B2
UA ODESA	031; 041; 061; 091	Ukrainian	English / Russian for several programs and courses for exchange students	English B1 / Russian B1	English B2 / Russian B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

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:

⁷ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europa.europa.eu/en/resources/european-language-levels-cefr>



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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.

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. Additional requirements

LT ŠIAULIAI:

- Nominations should be sent to Erasmus coordinator by the following email: r.kudrickaite@svako.lt
- Application forms and Learning Agreements should be filled in English in capital letters with correct address of College, correct name of responsible Erasmus coordinator and correct responsible person (written in the Learning agreement which is uploaded on College website);
- Student should send Application Form, Learning Agreements in 3 copies, signed and stamped to Erasmus coordinator.

UA ODESA:

- Nominations should be sent to Erasmus coordinator by the following email: mgu-center@mail.ru



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- Application forms and Learning Agreements should be filled in English in capital letters with correct address of University, correct name of responsible Erasmus coordinator and correct responsible person (written in the Learning agreement which is uploaded on College website);
- Student should send Application Form, Learning Agreements in 3 copies, signed and stamped to Erasmus coordinator.

F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
LT SIAULIA03	September 30 th	December 30 th
UA ODESA	September 30 th	December 30 th

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

This agreement can be terminated at any time by mutual consent. 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 of one given year will only take effect as of 1 September of the next year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information

1. Grading systems of the institutions

LT SIAULIA03

ECTS Grade	Percentage	Šiauliai State College Grade	
A	100-96	10	PASSED
B	95-86	9	
C	82-76	8	
D	75-66	7	
E	65-61	6	
F	60-46	5	FAILED
FX	45-36	4	
FX	35-26	3	
F	25-16	2	
F	15-0	1	

UA ODESA

ECTS Grade	Percentage	International Humanitarian University Grade	
A	100-90	Excellent	PASSED
B	82-89	Good	
C	71-81		
D	64-73	Satisfactory	



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E	60-63		
FX	35-59	Unsatisfactory with possibility of re-passing	FAILED
F	0-34	Unsatisfactory with compulsory re-studying of discipline	

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 (email, phone)	Website for information
LT SIAULIA03	Raminta Kudrickaitė – Incoming / Outgoing students r.kudrickaitė@svako.lt +370 41 43 37 93	https://svako.lt/en/exchange-studies/erasmus-plus
UA ODESA	Dr. Alireza Pahlevanzade – Incoming / Outgoing students alireza2@mail.ru mgu-center@mail.ru +380 67 399 54 82	http://www.mgu.edu.ua/en/for-applicant/education-of-foreigners

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.

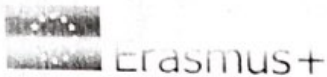
The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
LT SIAULIA03	Raminta Kudrickaitė – Incoming / Outgoing students r.kudrickaitė@svako.lt +370 41 43 37 93	https://svako.lt/en/exchange-studies/erasmus-plus
UA ODESA	Dr. Alireza Pahlevanzade – Incoming / Outgoing students alireza2@mail.ru mgu-center@mail.ru +380 67 399 54 82	http://www.mgu.edu.ua/en/for-applicant/education-of-foreigners

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:



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Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
LT SIAULIA03	Raminta Kudrickaitė – Incoming / Outgoing students r.kudrickaitė@svako.lt +370 41 43 37 93	https://svako.lt/en/exchange-studies/erasmus-plus
UA ODESA	Dr. Alireza Pahlevanzade – Incoming / Outgoing students alireza2@mail.ru mgu-center@mail.ru +380 67 399 54 82	http://www.mgu.edu.ua/en/for-applicant/education-of-foreigners

II. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁸
LT SIAULIA03	Dr. Natalija Šedžiuvienė Director	10-07-2018	
UA ODESA	Prof. Dr. Anatolij Kryzhanovskiy Rector	21.07.2018	



⁸ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation