



Erasmus+ Programme

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

Inter-institutional agreement 2017/2018-2020/21 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	Erasmus code	Contact details ¹ (email, phone)	Website (eg. of the course catalogue)
University of Ostrava Faculty of Arts Department of Czech Language and Department of Czech Literature and Literary Criticism	CZ OSTRAVA02	Institutional Coordinator: Mgr. Kamila Danihelková Tel.: +420 597 09 1015 Email: kamila.danihelkova@osu.cz Dvořákova 7 Ostrava 702 00 Czech Republic Faculty Coordinator Ing. Lada Gottwaldova Faculty of Arts, University of Ostrava Reální 5, 701 03 Ostrava Czech Republic Tel.: +420 597 09 1806 Fax: +420 59 6113 009 E-mail: lada.gottwaldova@osu.cz	http://www.osu.cz/ http://www.osu.eu/exchange-students/erasmus
SS. CYRIL AND METHODIUS UNIVERSITY IN SKOPJE "Blaze Koneski" Faculty of Philology – Skopje	MK SKOPJE01	Institutional Erasmus Coordinator <u>Prof. Dr. Gordana Josifova-Nedelkowska</u> Vice-Rector for International Cooperation Blvd. Goce Delcev 9,	www.ukim.edu.mk www.fif.ukim.edu.mk

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Bul. Goce Delcev 9a 1000 Skopje		1000 Skopje Republic of Macedonia Tel: (+389 2) 3293 206 e-mail: G.Josifova@ukim.edu.mk Erasmus Faculty Coordinator: <u>Prof. Ruska Ivanovska-Naskova,</u> <u>PhD</u> "Blaze Koneski" Faculty of Philology Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3240 413; e-mail: rivanovska@gmail.com	
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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	
CZ OSTRAVA02	MK SKOPJE01	0231, 0232	Languages Literature (Czech, Macedonian)	1 st , 2 nd , 3 rd	2 students/10 months	/
MK SKOPJE01	CZ OSTRAVA02	0231, 0232	Languages Literature (Czech, Macedonian)	1 st , 2 nd , 3 rd	2 students/5month s	/

FROM <small>[Erasmus code of the sending institution]</small>	TO <small>[Erasmus code of the receiving institution]</small>	Subject area code <small>[ISCED]</small>	Subject area name	Number of staff mobility periods <small>Start Mobility for Teaching End Mobility for Teaching</small>	
CZ OSTRAVA02	MK SKOPJE01	0231, 0232	Languages Literature (Czech, Macedonian)	1/5 days 2/5 days	Only by individual agreement
MK SKOPJE01	CZ OSTRAVA02	0231, 0232	Languages Literature (Czech, Macedonian)	1/5 days	Only by individual agreement

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 <small>[Erasmus code]</small>	Optional Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <small>Subject area code of the receiving institution Language of instruction 1 Language of instruction 2 Recommended language of instruction level 1 Recommended language of instruction level 2</small>	
CZ OSTRAVA02	0231, 0232	Czech	English	B2 -Czech, English,	B2
I MK SKOPJE01	0231, 0232	Macedonian*	English	B1	B2

*Ss. Cyril and Methodius University in Skopje organizes Macedonian language courses for foreign students that are free of charge and last from 3 to 6 months (this is a non-credit programme).

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

D. Additional requirements

The institutions provide the infrastructure to welcome students and staff with disabilities according to the requirements of the ECHE.

CZ OSTRAVA02: <http://pyramida.osu.cz/>

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 OSTRAVA02	31 May	31 October
MK SKOPJE01	15 May	15 November

2. The receiving institution will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.

CZ OSTRAVA02: Transcripts of records are issued by the International Office immediately after the examination period and handed to the incoming students before their departure

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

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution upon the student's departure or, in any case, no later than 5 weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

Either party can terminate the agreement by informing the other party expressly in writing. In case of a unilateral termination of the agreement, 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. Students selected prior the date of notification must be

admitted by the receiving institution. Neither the European Commission nor the National Agencies can be held responsible in case of conflict.

F. Information

1. Grading systems of the institutions

CZ OSTRAVA02:

Points	Examination (Alphabetical six- point scale)	Examination (Numerical six- point scale)	Subject pass without examination
91 – 100	A	1	Pass
81 – 90	B	1.5	
71 – 80	C	2	
61 – 70	D	2.5	
51 – 60	E	3	
0 – 50	F	4	Fail

MK SKOPJE01:

Ss Cyril and Methodius University in Skopje grading scale related to ECTS grading system:

ECTS grade	Local grade	Local definition
F	5	Fail
E	6	Sufficient
D	7	Satisfactory
C	8	Good
B	9	Very Good
A	10	Excellent

ECTS-credits: 60 per year/30 per semester

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 OSTRAVA02	lada.gottwaldova@osu.cz	http://www.mzv.cz/jnp/en/information_for_allens/index.html
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

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 OSTRAVA02	lada.gottwaldova@osu.cz	http://www.osu.eu/exchange-students/erasmus
MK SKOPJE01	international@ukim.edu.mk	www.ukim.edu.mk/en

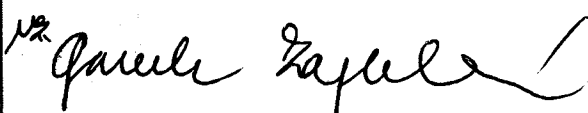



4. Housing

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 OSTRAVA02	lada.gottwaldova@osu.cz	http://koleje.osu.eu/
MK SKOPJE01	I.Bogoevski@ukim.edu.mk	

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Institution code]	Name, function	Date	Signature ²
CZ OSTRAVA02	prof. PhDr. Aleš Zářický, Ph.D. Dean of the Faculty of Arts	2.5.2018	  OSTRAVSKÁ UNIVERZITA Filozofická fakulta Rediří 3 / 701 03 Ostrava ff.osu.cz
MK SKOPJE01	Prof. Dr. Gordana Josifova- Nedelkovska Vice-Rector for International Cooperation	24.04.2018	 

² Scanned signatures are accepted.