



Erasmus+ Programme

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

Inter-institutional¹ agreement for calls 2014- 2020[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.

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.

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)
VISOKA TEHNICKA SKOLA STRUKOVNIH STUDIJA SUBOTICA Marka Oreškovića 16 24000 Subotica, Serbia	RS SUBOTIC01	<u>Institutional Coordinator:</u> Livia Szedmina, PhD, International Relations Coordinator <u>Academic contact person:</u> Dr. Sanja Maravić Čisar Vice director for education	https://www.vts.su.ac.rs/en/study/study-programs https://www.vts.su.ac.rs/mobility
University PIM, Banja Luka, Bosnia and Herzegovina	BANJA LUKA E10015441	Dr Dejan Kojić, Assistant Professor Vice-Rector for Science University PIM, despota Stefana Lazarevica bb, 78 000 Banja Luka, Bosnia and Herzegovina dejan.kojic@univerzitetpim.com +387 66 253 217	http://univerzitetpim.com/

B. Mobility numbers⁶ 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 or average duration*]	Student Mobility for Traineeships *
RS SUBOTIC	Banja Luka E10015441	11.3, 060		1 st	2x5 months	

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>

01						
Banja Luka E10015441	RS SUBOTIC0 1	11.3, 060		1 st	2x5 months	

[*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 *
RS SUBOTIC01	Banja Luka E10015441	11.3, 060		5 staff – 7 days	5 staff – average duration (with travel) is 7 days each
Banja Luka E10015441	RS SUBOTIC01	11.3, 060		5 staff – 7 days	5 staff – average duration (with travel) is 7 days each

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	Optional: Subject area	Language of instruc-	Language of instruc-	Recommended language of instruction level ⁷
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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://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

[Erasmus code or city]		tion 1	tion 2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RS SUBOTIC01	Banja Luka E10015441	Serbian, Hungarian	English	B2	B2
Banja Luka E10015441	RS SUBOTIC01	Serbian, Hungarian	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

[To be completed, if necessary, other requirements may be added 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]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

RS SUBOTIC01: Find all necessary information on mobility at <https://www.vts.su.ac.rs/mobility>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
RS SUBOTIC01	30 June	November 30
BANJA LUKA/E10015441	30 June	November 30

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

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 [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

[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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁸. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

RS SUBOTIC01

<https://www.vts.su.ac.rs/mobility-grading>

BANJA LUKA/E10015441:

Numerical System from 5 to 10	10	9	8	7	6	5
100 Point System	95-100	85-94	75-84	65-74	55-64	<55
ECTS System	A	B	C	D	E	F

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:

⁸ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
RS SUBOTIC01	Livia Szedmina, PhD slivia@vts.su.ac.rs +38124655233	https://www.vts.su.ac.rs/mobility-contact
BANJA LUKA /E10015441	Igor Šabić igor.sabic@univerzitetpim.com +387 51 378-300	http://mvp.gov.ba/konzularneinformacije/vize/default.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 or city]	Contact details (email, phone)	Website for information
RS SUBOTIC01	Livia Szedmina, PhD slivia@vts.su.ac.rs +38124655233	https://www.vts.su.ac.rs/mobility-contact
BANJA LUKA /E10015441	Igor Šabić igor.sabic@univerzitetpim.com +387 51 378-300	http://univerzitetpim.com/kontakt/


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 or city]	Contact details (email, phone)	Website for information
RS SUBOTIC01	Livia Szedmina, PhD slivia@vts.su.ac.rs +38124655233	https://www.vts.su.ac.rs/mobility-contact
BANJA LUKA /E10015441	Igor Šabić igor.sabic@univerzitetpim.com +387 51 378-300	http://univerzitetpim.com/kontakt/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁹
RS SUBOTIC01	Director Dr Igor Fürstner		
BANJA LUKA /E10015441	Dr Dragan Đuranović, Full Professor Rector	1.204/21 06.11.2021.	



⁹ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation