



Erasmus+ Programme

РЕПУБЛИКА МАКЕДОНИЈА
УНИВЕРЗИТЕТ ЗА ИНФОРМАТИЧКИ НАУКИ
И ТЕХНОЛОГИИ
"СВЕТИ ДВОСТОЈ ПАВЛЕ" ОХРИД
Бр. 09-468/11
10.4 2017 год.
ОХРИД

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

Inter-institutional agreement 2016-2021 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 ¹ (email, phone)	Website (eg. of the course catalogue)
TEHNIČKO VELEUČILIŠTE U ZAGREBU / ZAGREB UNIVERSITY OF APPLIED SCIENCES	HR ZAGREB05	Erasmus coordinator Prof. Sonja Zentner Pilinsky, Ph.D. E-mail: sonja.zentner@tvz.hr Phone: +385 1 5603 935 Fax: +385 1 5603 999	http://www2.tvz.hr/en/erasmus/
University of Information Science and Technology "Saint Paul the Apostle" Ohrid Univerzitet za Informatički Nauki i Tehnologii "Sveti Apostol Pavle" Ohrid Partizanska bb Ohrid, Republic of Macedonia	MK OHRID01	Erasmus+ contact person: Dr. Aleksandar Petkovski aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	http://uist.edu.mk/wp-content/uploads/2016/08/PROGAM-OUTLINES-AND-COURSE-OVERVIEWS.pdf

B. Mobility numbers² per academic year

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

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 *
HR ZAGREB05	MK OHRID01	582	Electricity and Energy	1 st , 2 nd	10 months (2 students x 5 months as average duration)	12 months (2 students x 6 months)
		0715	Electronics and automations			
		0688	Computer Science			
MK OHRID01	HR ZAGREB05	582	Electricity and Energy	1st, 2nd	10 months (2 students x 5 months as average duration)	12 months (2 students x 6 months)
		0714	Electronics and automations			
		0688	Computer Science			

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 *
HR ZAGREB05	MK OHRID01	582	Electricity and Energy	2 persons x 1 week x min. 8 teaching hours	2 persons x 1 week
		0715	Electronics and automations		
		0688	Computer Science		
MK OHRID01	HR ZAREB05	0715	Electronics and automations	2 persons x 1 week x min. 8 teaching hours	2 persons x 1 week

* 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>

		0688	Computer Science		

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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ³	
				Student Mobility for Studies <i>Minimum recommended level: B1</i>	Staff Mobility for Teaching <i>Minimum recommended level: B2</i>
HR ZAREB05	All	English	Croatian	B2 English	B2 English
MK OHRID01	All	English		B2 English	B2 English

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 ZAGREB05: Zagreb University of Applied Sciences has the infrastructure to welcome students and staff with disabilities. However, the International Office must be informed about it during the application procedure.

MK OHRID01

For admission to the University of Information Science and Technology "Saint Paul the Apostle" Ohrid in the framework of the Erasmus+ programme, students must follow the application procedure published at the following web page: <http://uist.edu.mk/Erasmus/IncomingStudents>

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 ZAREB05	31 May	30 November
MK OHRID01	June 15	December 1

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>

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2. The receiving Institution will send its decision within 2 weeks (4 weeks for student traineeship).
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

In case of need the agreement can be modify for the next academic year. In the event of unilateral termination, a notice of at least one academic year should be given.

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

HR ZAGREB05:

Croatian Grading System

- 5 = izvrsan (excellent)
- 4 = vrlo dobar (very good)
- 3 = dobar (good)
- 2 = dovoljan (satisfactory)
- 1 = nedovoljan (fail)

ECTS grading scale: the Zagreb University of Applied Sciences does not use the ECTS grading scale

MK OHRID01: <http://uist.edu.mk/erasmus/incoming-students/>

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
HR ZAGREB05	Vida Senci, Erasmus administrator vida.senci@tvz.hr phone: +385 1 560 39 365 cell phone: +385 99 266 88 43	http://www.tvz.hr/en/erasmus/dolazna-mobilnost/
MK OHRID01	Erasmus+ contact person: Dr. Aleksandar Petkovski	http://uist.edu.mk/

	aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	
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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 ZAGREB05	Vida Senci, Erasmus administrator vida.senci@tvz.hr phone: +385 1 560 39 365 cell phone: +385 99 266 88 43	http://www.tvz.hr/en/erasmus/dolazna-mobilnost/
MK OHRID01	Erasmus+ contact person: Dr. Aleksandar Petkovski aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	http://uist.edu.mk/



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 ZAGREB05	Vida Senci, Erasmus administrator vida.senci@tvz.hr phone: +385 1 560 39 365 cell phone: +385 99 266 88 43	http://www.tvz.hr/en/erasmus/dolazna-mobilnost/
MK OHRID01	Erasmus+ contact person: Dr. Aleksandar Petkovski aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	http://uist.edu.mk/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
HR ZAGREB05	Prof. Slavica Čosović Bajić, Ph.D. Dean	10.04.2019	
MK OHRID01	Ninoslav Marina Ph.D., Rector	10.4.2019	

Klasa: 602-04/17-22/01
Ur.broj:251-375-19-17-28

⁴ Scanned signatures are accepted