



# Erasmus+ Programme

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

### Inter-institutional agreement 2014-2021 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, Erasmus code and address<br>(and department, where relevant)    | Contact details<br>(email, phone)  | Website<br>(eg. of the course catalogue)  |
|--|--|---|
| UNIVERSITY OF MARIBOR<br><b>SI MARIBOR01</b><br>Slomškovo trg 15, 2000 Maribor, Slovenia | Uroš Kline<br>+386 2 2355 342<br>erasmus@um.si   | <a href="http://www.um.si/en/international/erasmus/Pages/Faculties-Information.aspx">http://www.um.si/en/international/erasmus/Pages/Faculties-Information.aspx</a> |
| UNIVERSITY OF JAÉN<br><b>E JAEN01</b>  | M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization ;<br>Phone +34 953 212194<br>E-mail: <a href="mailto:secret@ujaen.es">secret@ujaen.es</a><br><br>Sebastian Bruque; International Mobility Programmes Coordinator ;<br>Phone +34 953 212620<br>E-mail: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a><br><br>David Peñafuerte;<br>International Relations Officer;<br>Phone: +34 953 213479<br>E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a><br><br>Eloisa Torres Jiménez<br><a href="mailto:etorres@ujaen.es">etorres@ujaen.es</a> | <a href="http://www.ujaen.es/serv/vicint/home/academics_home.php">http://www.ujaen.es/serv/vicint/home/academics_home.php</a>                                       |

## B. Mobility numbers<sup>1</sup> per academic year

| FROM<br>[Erasmus<br>code of the<br>sending<br>institution] | TO<br>[Erasmus<br>code of the<br>receiving<br>institution] | Subject<br>area<br>code<br>*<br>[ISCED] | Subject area<br>name<br>*                               | Study<br>cycle<br>[short<br>cycle,<br>1 <sup>st</sup> ,<br>2 <sup>nd</sup> or<br>3 <sup>rd</sup> ]<br>* | Number of student mobility<br>periods  |   |
|--|--|---|---|---|--|---|
|  |  |   |   |   | Student<br>Mobility for<br>Studies<br><br>[total number of<br>months of the<br>study periods or<br>average<br>duration*] | Student Mobility<br>for Traineeships<br>* |
| SI<br>MARIBORO1  | E JAEN01   | 340                                     | Business and<br>administration<br>(broad<br>programmes) | 1 <sup>st</sup>   | 20 months<br>2 students  | 0   |
|  |  | 5                                       | Engineering,<br>Manufacturing<br>and Construction       | 1 <sup>st</sup><br>2 <sup>nd</sup><br>3 <sup>rd</sup>   | 25 months<br>5 students  | 0   |
| E JAEN01   | SI<br>MARIBORO<br>1  | 340                                     | Business and<br>administration<br>(broad<br>programmes) | 1 <sup>st</sup>   | 20 months<br>2 students  | 0   |
|  |  | 5                                       | Engineering,<br>Manufacturing<br>and Construction       | 1 <sup>st</sup><br>2 <sup>nd</sup><br>3 <sup>rd</sup>   | 25 months<br>5 students  | 0   |

| FROM<br>[Erasmus<br>code of the<br>sending<br>institution] | TO<br>[Erasmus<br>code of the<br>receiving<br>institution] | Subject<br>area<br>code<br>*<br>[ISCED] | Subject<br>area name<br>*                               | Number of staff mobility periods   |                                     |
|--|--|---|---|--|-------------------------------------|
|  |  |   |   | Staff Mobility for<br>Teaching<br><br>[total number of days of<br>teaching periods or<br>average duration *] | Staff Mobility for<br>Training<br>* |
| SI<br>MARIBORO1  | E JAEN01   | 340                                     | Business and<br>administration<br>(broad<br>programmes) | 5 days<br>[1 STAFF=5 days]   | 1                                   |
| E JAEN01   | SI<br>MARIBORO<br>1  | 340                                     | Business and<br>administration<br>(broad<br>programmes) | 5 days<br>[1 STAFF=5 days]   | 1                                   |

<sup>1</sup> 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>)

|                 |                     |   |  |                            |   |
|-----------------|---------------------|---|--|----------------------------|---|
| SI<br>MARIBOR01 | E JAEN01            | 5 | Engineering,<br>Manufacturing<br>and<br>Construction | 5 days<br>[1 STAFF=5 days] | 0 |
| E JAEN01        | SI<br>MARIBORO<br>1 | 5 | Engineering,<br>Manufacturing<br>and<br>Construction | 5 days<br>[1 STAFF=5 days] | 0 |

### 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<br>[Erasmus code] | Optional:<br>Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level <sup>2</sup>  |   |
|---|---------------------------|---------------------------|---------------------------|---|---|
|   |                           |                           |                           | Student Mobility for Studies                            | Staff Mobility for Teaching                             |
| SI<br>MARIBOR01                         | -                         | EN                        | -                         | B1  | B2  |
| E JAEN01                                |                           | Spanish                   | English                   | Spanish B1; or English B1 for courses taught in English | Spanish B2; or English B2 for courses taught in 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

For admission to the University of Maribor in the framework of the Erasmus+ programme, students must follow the application procedure published at the following web page: <http://www.um.si/en/international/erasmus/Pages/Application-procedure-for-Erasmus-students.aspx>

University of Jaén: Information for Disabled Students: <http://www10.ujaen.es/conocenos/servicios-unidades/neduespeciales/inicio>

### E. Calendar

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

<sup>2</sup> 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>

| Receiving institution<br>[Erasmus code] | Autumn term*<br>[month]   | Spring term*<br>[month]  |
|---|---|--|
| SI MARIBOR01                            | July 1 - students from EU<br>June 1 - students from non<br>- EU countries | December 1- students from EU<br>November 1 - students from<br>non - EU countries |
| E JAEN01                                | 30 June   | 30 November  |

2. The receiving institution will send its decision within **3** weeks.

E JAEN01: The receiving institution will send its decision within 2 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.

E JAEN01: 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

The ECTS users' guide of University of Maribor is published at the following web page: <http://www.um.si/en/international/erasmus/Pages/ECTS-users-guide.aspx>

#### E JAEN01

| Grade in Spanish Academic Records | Definition         | Numerical mark | Estimated ECTS Grade | Definition                            |
|-----------------------------------|--------------------|----------------|----------------------|---------------------------------------|
| 4                                 | Matrícula de Honor | 10             | A+                   | Top Qualification in Class or Subject |
| 3                                 | Sobresaliente      | 9-10           | A                    | Highest 10%                           |
| 2                                 | Notable            | 7.8-9          | B                    | Next 20%                              |

|   |           |       |      |          |
|---|-----------|-------|------|----------|
| 1 | Aprobado  | 5.6-9 | C-D  | Next 65% |
|   | Suspensio | 0-4.9 | FX-F | Not Pass |

## 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<br>[Erasmus<br>code] | Contact details<br>(email, phone)   | Website for information   |
|----------------------------------|---|---|
| SI<br>MARIBOR01                  | Uroš Kline<br>erasmus@um.si<br>tel.: +386 2 23 55 342   | <a href="http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx">http://www.um.si/en/international/erasmus/Pages/Visa-and-residence-permit.aspx</a> |
| E JAEN01                         | David Peñafuerte;<br>International Relations<br>Officer;<br>Phone: +34 953<br>213479<br>E-mail:<br>dprenon@ujaen.es | <a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>   |

## 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<br>[Erasmus<br>code] | Contact details<br>(email, phone)   | Website for information   |
|----------------------------------|---|---|
| SI<br>MARIBOR01                  | Uroš Kline<br>erasmus@um.si<br>tel.: +386 2 23 55 342   | <a href="http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx">http://www.um.si/en/international/erasmus/Pages/Insurance-Healthcare.aspx</a> |
| E JAEN01                         | David Peñafuerte;<br>International Relations<br>Officer;<br>Phone: +34 953<br>213479<br>E-mail:<br>dprenon@ujaen.es | <a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>                               |





#### 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<br>[Erasmus code] | Contact details<br>(email, phone)  | Website for information   |
|-------------------------------|--|---|
| SI MARIBOR01                  | Uroš Kline<br>uros.kline@um.si<br>tel.: +386 2 23 55 342   | <a href="http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx">http://www.um.si/en/international/erasmus/Pages/Student_dormitory.aspx</a> |
| E JAEN01                      | David Peñafuerte;<br>International Relations<br>Officer;<br>Phone: +34 953<br>213479<br>E-mail:<br>dprendon@ujaen.es | <a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>                         |

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution<br>[Erasmus code] | Name, function   | Date       | Signature  |
|-------------------------------|--|------------|--|
| SI MARIBOR01                  | prof. dr. Danijel Rebolj, rector   | 08.02.2014 | <br> |
| E JAEN01                      | The Rector (On his behalf by Resolution of June 9th 2011)<br>Signed: M <sup>a</sup> Victoria López Ramón,<br>Vice-Chancellor of Internationalization | 3.07.2014  | <br>  |