



# Erasmus+ Programme

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

## Inter-institutional agreement 2014-2020 between programme countries

### [Minimum requirements]

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 (email, phone)	Website (eg. of the course catalogue)
University of Žilina Faculty of Humanities Department of English language and Literature Department of Pedagogical Studies	SK ZILINA01	<b>Erasmus Institutional Coordinator:</b> Assoc. Prof. Peter Fabián, PhD., Vice-rector T.: + 421-41-513 5130 peter.fabian@rekt.uniza.sk  <b>Erasmus faculty coordinator:</b> Mgr. Eva Leláková, PhD. Vice-dean of the Faculty of Humanities T.: +421-41-513-6106  eva.lelakova@fhv.uniza.sk	University home page <a href="http://www.uniza.sk">www.uniza.sk</a>  Faculty home page: <a href="http://www.fhv.uniza.sk">www.fhv.uniza.sk</a> <a href="http://www.fhv.uniza.sk/en/">www.fhv.uniza.sk/en/</a>
UNIVERSIDAD DE JAÉN	E JAEN01	M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization ; Phone +34 953 212194	<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>

		E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a>  Sebastian Bruque; International Mobility Programmes Coordinator ; Phone +34 953 212620 E-mail: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a>  David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprenon@ujaen.es">dprenon@ujaen.es</a>	
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## B. Mobility numbers per academic year

*[Paragraph to be added, if the agreement is signed for more than one 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 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> )*	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					<i>[total number of months of the study periods for 1 ac. year*]</i>	
SK ZILINA01	E JAEN01	0923	Social work and counselling	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10)	
		14	Teacher Training & education science	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10)	
		0232	Literature and linguistics	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10)	
E JAEN01	SK ZILINA01	0923	Social work and counselling	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10)	
		14	Teacher Training & education science	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10)	
		0232	Literature and linguistics	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10)	

*[\*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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
SK ZILINA01	E JAEN01	0923	Social work and counselling	2 x 1 week	2 x 1 weeks
		14	Teacher Training & education science	2 x 1 week	
		0232	Literature and linguistics	2 x 1 week	
E JAEN01	SK ZILINA01	0923	Social work and counselling	2 x 1 week	2 x 1 weeks
		14	Teacher Training & education science	2 x 1 week	
		0232	Literature and linguistics	2 x 1 week	

### 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	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
SK ZILINA01		EN	SK	B2 English	B2 English
E JAEN01		Spanish	English	Spanish B1; or English B1 for	Spanish B2; or English B2 for

				courses taught in English	courses taught in English
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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

**University of Žilina:** Students with disabilities could be accepted after the consultation with International Office. There is one non-barrier room available in the dormitory Hliny V.

#### E JAEN01:

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:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SK ZILINA01	June 15th	November 30th
E JAEN01	30 June	30 November

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

2. The receiving institution will send its decision within 5 weeks.
3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
SK ZILINA01	September- February	February- June
E JAEN01	30 June	30 November

4. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
5. 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

#### University of Žilina grading system

ECTS grade	Grading system in words	Points (%)	Mark
A	Excellent	93 – 100	1
B	Very Good	85 – 92	1,5
C	Good	77 – 84	2
D	Satisfactory	69 – 76	2,5
E	Sufficient	61 – 68	3
FX	Insufficient	less than 61	4

### 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%
	Suspense	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 [Erasmus code]	Contact details (email, phone)	Website for information
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SK ZILINA01	Faculty contact person for student, teaching a staff mobility:  Mrs. Eva Lelakova, Faculty Erasmus Coordinator <a href="mailto:eva.lelakova@fhv.uniza.sk">eva.lelakova@fhv.uniza.sk</a>  Mrs. Lenka Kalusova, International and PR Office, <a href="mailto:lenka.kalusova@fhv.uniza.sk">lenka.kalusova@fhv.uniza.sk</a>	<a href="http://www.euraxess.sk/_user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf">http://www.euraxess.sk/_user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf</a>  <a href="http://fhv.uniza.sk/en/docs/erasmus_info.pdf">http://fhv.uniza.sk/en/docs/erasmus_info.pdf</a>  <a href="http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf">http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
SK ZILINA01	Faculty contact person for student, teaching a staff mobility: Mrs. Eva Lelakova, Faculty Erasmus Coordinator <a href="mailto:eva.lelakova@fhv.uniza.sk">eva.lelakova@fhv.uniza.sk</a> Mrs. Lenka Kalusova, International and PR Office, <a href="mailto:lenka.kalusova@fhv.uniza.sk">lenka.kalusova@fhv.uniza.sk</a>	<a href="http://www.euraxess.sk/_user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf">http://www.euraxess.sk/_user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf</a>  <a href="http://fhv.uniza.sk/en/docs/erasmus_info.pdf">http://fhv.uniza.sk/en/docs/erasmus_info.pdf</a>  <a href="http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf">http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<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 [Erasmus code]	Contact details (email, phone)	Website for information
SK ZILINA01	Faculty contact person Ms. Lenka Kalusova <a href="mailto:lenka.kalusova@fhv.uniza.sk">lenka.kalusova@fhv.uniza.sk</a>	<a href="http://fhv.uniza.sk/en/docs/dorm_vd.pdf">http://fhv.uniza.sk/en/docs/dorm_vd.pdf</a> <a href="http://fhv.uniza.sk/en/docs/erasmus_info.pdf">http://fhv.uniza.sk/en/docs/erasmus_info.pdf</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<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 [Erasmus code]	Name, function	Date	Signature
SK ZILINA01	Doc. PaedDr. Vlasta Cabanová, PhD.  Dean of the Faculty of Humanities	4/6/2014	 
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization	02/06/2014	