



# Erasmus+ Programme

## Key Action 1

### – Mobility for learners and staff –

### Higher Education Student and Staff Mobility

## Inter-institutional<sup>1</sup> 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<br>(and department, where relevant)                                            | Erasmus code   | Contact details <sup>2</sup><br>(email, phone)                                                                                                                                                                                                                                                                                                                                                                                             | Website<br>(eg. of the course catalogue)                                                                                                                                                                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------------------------------|----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| UNIVERZITA<br>MATEJA BELA V<br>BANSKEJ BYSTRICI<br><br>(Matej Bel<br>University in<br>Banská Bystrica) | SK<br>BANSKA01 | Prof.Ing.Igor Kosír, CSc.<br>Institutional Erasmus Coordinator<br>Matej Bel University in Banská<br>Bystrica, Národná 12, 97401<br>Banská Bystrica, Slovakia<br><br><b>Postal Address:</b><br>Faculty of Arts MBU<br>International Relations Office<br>Tajovského 40<br>974 01 Banská Bystrica<br>Slovak Republic<br>Tel: +421 48 446 7414  <br>Fax: +421 48 4136153<br><a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> | <b>General information:</b><br><br>In Slovak: <a href="http://www.ff.umb.sk/">http://www.ff.umb.sk/</a><br>(Faculty web sites), In English:<br><a href="http://www.ff.umb.sk/en/">http://www.ff.umb.sk/en/</a><br><br><b>The course catalogue:</b><br><br><a href="http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html">http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html</a> |
| UNIVERSITY OF<br>EXTREMADURA                                                                           | E-BADAJOZ01    | Relaciones Internacionales<br>Avda. Universidad s/n<br>Edif. Usos Múltiples<br>E-10003<br>Phone: + 34 927 257016<br>Fax: + 34 927 257017<br>E-mail: <a href="mailto:relint@unex.es">relint@unex.es</a><br>For Agreements:<br><a href="mailto:erasmusplus@unex.es">erasmusplus@unex.es</a>                                                                                                                                                  | <a href="http://www.unex.es/relint">www.unex.es/relint</a>                                                                                                                                                                                                                                                                                                                                                                                |

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

### B. Mobility numbers<sup>3</sup> 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<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 cycle<br>[short cycle,<br>1 <sup>st</sup> , 2 <sup>nd</sup> or<br>3 <sup>rd</sup> ]<br>* | Number of student<br>mobility periods |                                             |
|------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------|---------------------------|------------------------------------------------------------------------------------------------|---------------------------------------|---------------------------------------------|
|                                                            |                                                            |                                         |                           |                                                                                                | Student<br>Mobility for<br>Studies    | Student<br>Mobility for<br>Traineeship<br>s |
| E-<br>BADAJOZ01                                            | SK<br>BANSKA01                                             | 222                                     | FOREIGN<br>LANGUAGES      | 1,2                                                                                            | 4*5 MONTHS                            | 0                                           |
| E-<br>BADAJOZ01                                            | SK<br>BANSKA01                                             | 225                                     | HISTORY                   | 1,2                                                                                            | 2*5 MONTHS                            | 0                                           |
| E-<br>BADAJOZ01                                            | SK<br>BANSKA01                                             | 813                                     | SPORTS                    | 1,2                                                                                            | 2*5 MONTHS                            | 0                                           |
| SK<br>BANSKA01                                             | E-<br>BADAJOZ01                                            | 222                                     | FOREIGN<br>LANGUAGES      | 1,2                                                                                            | 4*5 MONTHS                            | 0                                           |
| SK<br>BANSKA01                                             | E-<br>BADAJOZ01                                            | 225                                     | HISTORY                   | 1,2                                                                                            | 2*5 MONTHS                            | 0                                           |
| SK<br>BANSKA01                                             | E-<br>BADAJOZ01                                            | 813                                     | SPORTS                    | 1,2                                                                                            | 2*5 MONTHS                            | 0                                           |

[\*Optional: Though subject area code & name and study cycle are optional, **the specification of the number of students/staff is requested**. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

| 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 name<br>* | Number of staff<br>mobility periods |                                        |
|------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------|------------------------|-------------------------------------|----------------------------------------|
|                                                            |                                                            |                                         |                        | Staff<br>Mobility for<br>Teaching   | Staff<br>Mobility for<br>Training<br>* |
| SK BANSKA01                                                |                                                            | 222                                     | FOREIGN LANGUAGES      | 4*7 DAYS                            | Only by<br>individual<br>agreement     |
| SK BANSKA01                                                |                                                            | 225                                     | HISTORY                | 2*7 DAYS                            | Only by<br>individual<br>agreement     |

<sup>3</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>)



|             |             |     |                   |          |                              |
|-------------|-------------|-----|-------------------|----------|------------------------------|
| SK BANSKA01 |             | 813 | SPORTS            | 2*7 DAYS | Only by individual agreement |
|             | SK BANSKA01 | 222 | FOREIGN LANGUAGES | 4*7 DAYS | Only by individual agreement |
|             | SK BANSKA01 | 225 | HISTORY           | 2*7 DAYS | Only by individual agreement |
|             | SK BANSKA01 | 813 | SPORTS            | 2*7 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<br>[Erasmus code] | Optional: Subject area        | Language of instruction 1 | Language of instruction 2     | Recommended language of instruction level <sup>4</sup>          |                                                                |
|-----------------------------------------|-------------------------------|---------------------------|-------------------------------|-----------------------------------------------------------------|----------------------------------------------------------------|
|                                         |                               |                           |                               | Student Mobility for Studies<br>[Minimum recommended level: B1] | Staff Mobility for Teaching<br>[Minimum recommended level: B2] |
| SK BANSKA01                             | Subjects in foreign languages | SK                        | EN, D, HU, RU, PL, FR, ES, IT | SK: B2; EN: B2; D: B2; HU: B2; RU: B1; PL: A2; ES: B1; IT: B1   | All languages C1                                               |
| E BADAJOZ01                             |                               | Spanish                   |                               | A2                                                              | B1                                                             |

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

**SK BANSKA01:** A type of certificate for students: a confirmation from sending institution (signed by a staff of university or faculty or department)

### D. Additional requirements

**SK BANSKA 01:** *The candidates with disabilities can only be accepted after the consultation with Faculty of Arts, Matej Bel University in Banská Bystrica.*

**Students:** The sending institution on the nomination letter (name, e-mail, area of study, period of study) must notify the International Relations Office (ingrid.balazova@umb.sk) about their interest in studying at the Faculty of Arts at Matej Bel University two months prior to the deadline. Students must arrive at least 7 days before the academic year starts.

Foreign students coming to Banská Bystrica are automatically enrolled in the buddy system (ESN UMB).

Students in Bachelor and Master study programmes must attend courses minimum: 20 credits per one semester; PhD. students minimum: 10 credits per one semester.

**Subject areas only in Slovak language:** 225 History, 226 Philosophy and Ethics, 223 Mother tongue (Slovak language and literature), 813 Sports. Minimum recommended level B2.

<sup>4</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>

**Staff:** Teachers must notify the departmental coordinator about their interest in teaching at the Faculty of Arts at Matej Bel University two months prior to their arrival. The teaching plan and invitation letter will be signed by the Erasmus Administrator (ingrid.balazova@umb.sk).

## E. Calendar

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

| Receiving institution<br>[Erasmus code] | Autumn term*<br>[month]      | Spring term*<br>[month]           |
|-----------------------------------------|------------------------------|-----------------------------------|
| SK BANSKA01                             | Nomin: 15 May, Appl: 15 July | Nomin: 30 Sept, Appl: 15 November |
| E BADAJOZ01                             | May                          | November                          |

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

2. 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.
4. Termination of the agreement

In case of earlier 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 June of year N will only take effect as of 1 September of year N+1. 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

**SK BANSKA01:** Grades: **A** – EXCELLENT - outstanding performance with only minor errors, **B** – VERY GOOD - above the average standard but with some error, **C** – GOOD - generally sound work with a number of notable error, **D** – SATISFACTORY - fair but with significant shortcomings, **E** – SUFFICIENT - performance meets the minimum criteria, **FX** – FAIL - some more work required before the credit can be awarded. The value of local credits corresponds to ECTS credits

### **E BADAJOZ01**

The results of the exams passed by Erasmus students is represented by a mark based on the national system (in Spain it goes from "1" to "10"). The transcript of records includes the ECTS Grade equivalence. More information: <http://www.unex.es/organizacion/secretariados/sri/incoming-erasmus-students-on-line-registration/european-erasmus-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<br>[Erasmus code] | Contact details<br>(email, phone)                                                                                                                                                                                                                                                                | Website for information                                                                                                                                                                                                                                             |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SK BANSKA01                   | Incoming + outgoing: PhDr. Ingrid Balážová,<br>Erasmus Administrator,<br><a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153<br><br><a href="http://www.foreign.gov.sk/en/contact_us/mfa_contact">http://www.foreign.gov.sk/en/contact_us/mfa_contact</a> | <a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a><br><br><a href="http://www.foreign.gov.sk/en/consular_info/visa">http://www.foreign.gov.sk/en/consular_info/visa</a>                                              |
| E BADAJOZ01                   | Phone: + 34 927 25 70 16<br><br>Email: <a href="mailto:relint@unex.es">relint@unex.es</a>                                                                                                                                                                                                        | <a href="http://www.unex.es/organizacion/secretariados/sri/incoming-erasmus-students-on-line-registration/european-erasmus-students">http://www.unex.es/organizacion/secretariados/sri/incoming-erasmus-students-on-line-registration/european-erasmus-students</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 code] | Contact details<br>(email, phone)                                                                                                                                | Website for information                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SK BANSKA01                   | Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator,<br><a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153 | <a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| E BADAJOZ01                   | Phone: + 34 927 25 70 16<br><br>Email: <a href="mailto:relint@unex.es">relint@unex.es</a>                                                                        | Outgoing:<br><a href="http://www.unex.es/organizacion/secretariados/sri/i18nfolder.2010-05-17.2073994999/guia-del-estudiante-de-movilidad-uex">http://www.unex.es/organizacion/secretariados/sri/i18nfolder.2010-05-17.2073994999/guia-del-estudiante-de-movilidad-uex</a><br><br>Incoming:<br><a href="http://www.unex.es/organizacion/secretariados/sri/incoming-erasmus-students-on-line-registration/european-erasmus-students">http://www.unex.es/organizacion/secretariados/sri/incoming-erasmus-students-on-line-registration/european-erasmus-students</a> |

**SK BANSKA01:** The foreigner must submit a document confirming health insurance during the stay in the Slovak Republic. Students can arrange it in their own country.

### 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                                                                                                                                                                                                                                             |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SK BANSKA01                   | PhDr. Ingrid Balážová, Erasmus Administrator, Tajovského 40,<br>974 01 Banská Bystrica, Slovakia,<br><a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153 | <a href="http://www.ff.umb.sk/en/erasmus-students/">http://www.ff.umb.sk/en/erasmus-students/</a>                                                                                                                                                                   |
| E BADAJOZ01                   | Contact person: Relaciones Internacionales<br><br>Phone: + 34 927 25 70 16                                                                                                                      | <a href="http://www.unex.es/organizacion/secretariados/sri/incoming-erasmus-students-on-line-registration/european-erasmus-students">http://www.unex.es/organizacion/secretariados/sri/incoming-erasmus-students-on-line-registration/european-erasmus-students</a> |

|  |                       |  |
|--|-----------------------|--|
|  | Email: relint@unex.es |  |
|--|-----------------------|--|

**SK BANSKA01:** Foreign students can stay at University residence halls Študentský domov 3, Tajovského 51, Banská Bystrica. The residence hall provide rooms with three bedrooms. Each floor has a shared kitchen with two electric cookers and a fridge. Students can use university wi-fi.

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

| Institution<br>[Erasmus code] | Name, function                                                                                                    | Date           | Signature <sup>5</sup>                                                                                                                                                                 |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SK BANSKA01                   | Prof. Ing. Igor Kosír, CSc.<br>Vice-Rector for International<br>Cooperation, Institutional Erasmus<br>Coordinator | 03 DEC. 2013   | <br>UNIVERZITA MATEJA BELA<br>v Banskej Bystrici<br>REKTORÁT<br>Národná 12<br>974 01 Banská Bystrica |
| E BADAJOZ01                   | Pablo HURTADO, ERASMUS+<br>Coordinator                                                                            | 27-11-<br>2013 | <br>           |

<sup>5</sup>Scanned signatures are accepted