



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014/2015-2020/2021 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 ² (email, phone)	Website (eg. of the course catalogue)
LATVIJAS SPORTA PEDAGOĢIJAS AKADĒMIJA LATVIAN ACADEMY OF SPORT EDUCATION (LASE)	LV RIGA06	ERASMUS Institutional Coordinator Uldis Švinks Latvian Academy of Sport Education Brīvības gatve 333, LV-1006, Riga, Latvia Phone: +371 67543422, Fax: +371 67543480 e-mail: uldis.svinks@lspa.lv Incoming Students uldis.svinks@lspa.lv Outgoing Students uldis.svinks@lspa.lv Teaching Staff/ Staff Exchange uldis.svinks@lspa.lv Bilateral Agreements uldis.svinks@lspa.lv Contact Details: Head of Study Department Ivars Kravalis e-mail: ivars.kravalis@lspa.lv	www.lspa.lv http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI (Matej Bel University in Banská Bystrica)	SK BANSKA01	Prof. Ing. Igor Košír, CSc. Institutional Erasmus Coordinator Matej Bel University in Banská Bystrica, Národná 12, 97401 Banská Bystrica, Slovakia Postal Address: Faculty of Arts MBU International Relations Office Tajovského 40 974 01 Banská Bystrica Slovak Republic Tel: +421 48 446 7414 Fax: +421 48 4136153 ingrid.balazova@umb.sk	General information: In Slovak: http://www.ff.umb.sk/ (Faculty web sites), In English: http://www.ff.umb.sk/en/ The course catalogue: http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

B. Mobility numbers³ per 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]	Student Mobility for Traineeships *
LV RIGA06	SK BANSKA01	813	SPORTS	1	2 x 5 MONTHS	
SK BANSKA01	LV RIGA06	813	SPORTS	1	2 x 5 MONTHS	

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]	Staff Mobility for Training *
LV RIGA06	SK BANSKA01	813	SPORTS	2 x 5 days	1 x 5 days
SK BANSKA01	LV RIGA06	813	SPORTS	2 x 5 days	1 x 5 days

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 ⁴	
				Student Mobility for Studies	Staff Mobility for Teaching
LV RIGA06	813	Latvian	English	B2	B2
SK BANSKA01	813	Slovak	English	B2	B2

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

³ 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>)

⁴ 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>

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.

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 [Erasmus code]	Autumn term [month]	Spring term [month]
LV RIGA06	15 June	15 December
SK BANSKA01	Nomin: 15 May, Appl:15 July	Nomin: 30 Sept, Appl: 15 November

Recommended nomination deadline for partner institutions: a month before the application deadline (not compulsory to send a nomination).

2. The receiving institution will send its decision within 4 weeks after the application deadline.
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. Transcripts are issued only upon students' requests and not issued automatically.
4. Termination of the agreement

If one of the partners wishes to modify or terminate the agreement, they have to inform the partner 1 year in advance before the changes in the agreement take place. 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

Grading system of Latvian Academy of Sport Education can be found at:
http://lspa.eu/files/study/accreditation_documents/43142.pdf

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

2. Visas and Residence Permits

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
LV RIGA06	Uldis Svinks uldis.svinks@lspa.lv	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, ingrid.balazova@umb.sk , fax: +421 48 413 6153 http://www.foreign.gov.sk/en/contact_us/mfa_contact	http://www.ff.umb.sk/en/erasmus-students/ http://www.foreign.gov.sk/en/consular_info/visa

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
LV RIGA06	Uldis Svinks uldis.svinks@lspa.lv	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, ingrid.balazova@umb.sk , fax: +421 48 413 6153	http://www.ff.umb.sk/en/erasmus-students/

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.

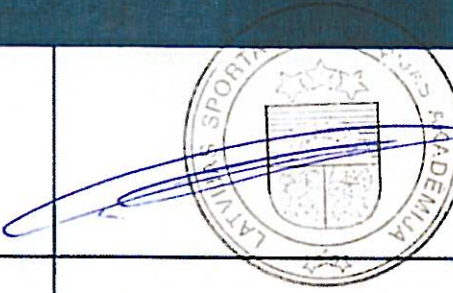

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
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LV RIGA06	Uldis Svinks uldis.svinks@lspa.lv	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195
SK BANSKA01	PhDr. Ingrid Balážová, Erasmus Administrator, Tajovského 40, 974 01 Banská Bystrica, Slovakia, ingrid.balazova@umb.sk , fax: +421 48 413 6153	http://www.ff.umb.sk/en/erasmus-students/

SK BANSKA01: Foreign students can stay at University residence halls Studentský 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 [Erasmus code]	Name, function	Date	Signature ⁵
Latvijas Sporta pedagoģijas akadēmija LV RIGA06	Jānis Zīdens Rector, Professor		
SK BANSKA01	Prof. Ing. Igor Kosír, CSc. Vice-Rector for International Cooperation, Institutional Erasmus Coordinator	02 APR. 2014	

⁵ Scanned signatures are accepted