

ERASMUS⁺ Programme

Inter-institutional agreement 2014-2020/21

Higher Education Student and Staff Mobility →Mobility for learners and staff←

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus⁺ programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus⁺ programme sets extra criteria this Agreement will be reviewed.

A. Information about higher education institutions

Name of the institution	ERASMUS code	Contact details ¹ (name, email, phone)
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI (Matej Bel University in Banská Bystrica)	SK BANSKA01	Prof.Ing.Igor Kosír, 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
HUMBOLDT-UNIVERSITÄT ZU BERLIN Faculty of Arts and Humanities II	D BERLIN13	Stephanie Trigoudis, M.A. Philosophische Fakultät II International Office Unter den Linden 6 10099 Berlin trigoudis@staff.hu-berlin.de tel: + 49 30 2093 9798 fax: + 49 30 2093 2048

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

B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA ²	STT ³
SK BANSKA01	D BERLIN13	222	NN	1/8	0/0
D BERLIN13	SK BANSKA01	222	NN	1/8	0/0

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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	The minimum language requirement of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
SK BANSKA01	222	SK	EN, D, HU, RU, PL, FR, ES, IT	--	All languages C1
D BERLIN13	222	German	English	--	B2

E. Calendar

1. Student application deadlines (1) and academic calendar (2):

Receiving institution	Winter term ⁴ [month]	Summer term ⁵ [month]
SK BANSKA01 (1) Application deadlines	Nomin: 15 May, Appl: 15 July	Nomin: 30 Sept, Appl: 15 November
(2) Academic Year (Courses Period)		
D BERLIN13 (1) Application deadlines	April 1st – Mai 31st	October 1st – November 30th
(2) Academic Year (Courses Period)	October 1st – March 31 st (Beginning of October – Mid of February)	April 1st – September 30th (Beginning of April – Mid of July)

² Staff Mobility for Teaching

³ Staff Mobility for Training

⁴ To be adapted in case of a trimester system.

⁵ To be adapted in case of a trimester system.

2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
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 this Agreement or Changes in the data set above can be amended annually, if communicated before January 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

	SK BANSKA01	D BERLIN13
WWW for Incoming Students	In Slovak: http://www.ff.umb.sk/ (Faculty web sites), In English: http://www.ff.umb.sk/en/	http://fakultaeten.hu-berlin.de/philfak2/international
WWW Course Catalogue	http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html	https://agnes.hu-berlin.de/lupo/rds?state=wtree&search=1&trex=step&root120132=64204 61904&P.vx=kurz
Housing ⁶	http://www.ff.umb.sk/en/erasmus-students/	http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_4 http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_4_2
Contact details	PhDr. Ingrid Balážová, Erasmus Administrator, Tajovského 40, 974 01 Banská Bystrica, Slovakia, ingrid.balazova@umb.sk , fax: +421 48 413 6153	wohnen@hu-berlin.de +0049 2093-46721
WWW Visa Information ⁷	http://www.foreign.gov.sk/en/contact-us/mfa_contact http://www.ff.umb.sk/en/erasmus-students/	http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_1
Contact details	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	erasmus@uv.hu-berlin.de
WWW Insurance Information ⁸	http://www.ff.umb.sk/en/erasmus-students/	http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_3 http://www.international.hu-berlin.de/an_die_hu/wegweiser/5_nach_einreise/5_1_2
Contact details	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, ingrid.balazova@umb.sk , fax: +421 48 413 6153	---

⁶ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

⁷ 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 ECHE.

⁸ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

ECTS Users' Guide ⁹	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	Es werden folgende Noten verwendet: 1 = sehr gut eine hervorragende Leistung (oder etwas darunter 1,3) 2 = gut eine Leistung, die erheblich über den durchschnittlichen Anforderungen liegt (oder etwas darüber 1,7 oder etwas darunter 2,3) 3 = befriedigend eine Leistung, die durchschnittlichen Anforderungen entspricht (oder etwas darüber 2,7 oder etwas darunter 3,3) 4 = ausreichend eine Leistung, die trotz ihrer Mängel noch den Anforderungen genügt (oder etwas darüber 3,7) 5 = nicht ausreichend eine Leistung, die wegen erheblicher Mängel den Anforderungen nicht genügt
WWW Students and Staff with Disabilities		http://www.hu-berlin.de/studium/behinderte/aktuell
Contact details		behindertenberatung@uv.hu-berlin.de

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹⁰
SK BANSKA01	Prof. Ing. Igor Kosír, CSc. Vice-Rector for International Cooperation, Institutional Erasmus Coordinator	10 FEB. 2014	 UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica +421
D BERLIN13	Dr. Dietmar Buchmann Institutional ERASMUS Co-ordinator	24. Jan. 2014	 

⁹ Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹⁰ Scanned signatures are accepted