



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2016-2021<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Univerzita Mateja Bela v Banskej Bystrici (Matej Bel University in Banská Bystrica)	SK BANSKA01	doc. PhDr. Katarína Chovancová, PhD. Institutional Erasmus+ Coordinator Národná 12, 97401 Banská Bystrica, Slovakia Tel: +421484461128, Fax: +421484153180 <a href="mailto:erasmus@umb.sk">erasmus@umb.sk</a>	<a href="http://www.erasmus.umb.sk">www.erasmus.umb.sk</a>
Faculty of Political Science and International Relations		Assoc.Prof. Dr. Jaroslav Ušiak, PhD. Faculty coordinator	<a href="http://www.fpvmv.umb.sk/en/">http://www.fpvmv.umb.sk/en/</a>

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

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Erasmusplus Kuzmányho 1, 974 01 Banská Bystrica, Slovak Republic e-mail: <a href="mailto:Erasmus.fpvmv@umb.sk">Erasmus.fpvmv@umb.sk</a> Tel.: + 421 48 446 1614, fax: + 421 48 446 1200	
<b>Faculty of Arts</b>		<b>Postal Address:</b> Faculty of Arts MBU International Relations Office Tajovského 40 974 01 Banská Bystrica Slovak Republic Tel: +421 48 446 7414   Fax: +421 48 4136153 <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a>	<b>General information:</b> In Slovak: <a href="http://www.ff.umb.sk/">http://www.ff.umb.sk/</a> (Faculty web sites), In English: <a href="http://www.ff.umb.sk/en/">http://www.ff.umb.sk/en/</a>  The course catalogue: <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>
<b>Faculty of Law</b>		JUDr. Elena Júdová, PhD. Departmental coordinator Komenského 20 974 01 Banská Bystrica <a href="mailto:elena.judova@umb.sk">elena.judova@umb.sk</a>	<a href="http://www.prf.umb.sk/referat-pre-medzinarodnu-spolupracu-a-vztahy-s-verejnostou/erasmus/mobilita-studentov-erasmus/incoming-students.html">http://www.prf.umb.sk/referat-pre-medzinarodnu-spolupracu-a-vztahy-s-verejnostou/erasmus/mobilita-studentov-erasmus/incoming-students.html</a>
SCIENCES PO GRENOBLE	FGRENOBL23	Sandrine Vernet- Sosnicki, Administrative Head of the international Office <a href="mailto:sandrine.vernet-sosnicki@sciencespo-grenoble.fr">sandrine.vernet-sosnicki@sciencespo-grenoble.fr</a> +33.4.76.82.60.93  Professor Jean Marcou, Director of the international Office <a href="mailto:Jean.marcou@sciencespo-grenoble.fr">Jean.marcou@sciencespo-grenoble.fr</a> +33.4.76.82.60.75	<a href="http://www.sciencespo-grenoble.fr/">http://www.sciencespo-grenoble.fr/</a>

## B. Mobility numbers<sup>5</sup> 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 [short 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 *  [total number of months of the study periods or average duration*]	
F GRENOBL 23	SK BANSKA01	0312	Political Science and Civic	1 <sup>st</sup>	2*10months= 20 months	
F GRENOBL 23	SK BANSKA01	03	European Studies	1 <sup>st</sup> , 2 <sup>nd</sup>	4*5months= 20 months	Only by individual agreement
		0421	Law	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2x5 months	Only by individual agreement
SK BANSKA01	F GRENOBL 23	0312	Political Science and Civic	1 <sup>st</sup>	2*10months= 20 months	
SK BANSKA01	F GRENOBL 23	03	European Studies	1 <sup>st</sup> , 2 <sup>nd</sup>	4*5months= 20 months	Only by individual agreement
		0421	Law	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2x5 months	Only by individual agreement

[\*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.]

**SK BANSKA01:** Erasmus for traineeships:

<http://www.jf.umb.sk/en/erasmus-students/erasmus-for-traineeships.html>

<sup>5</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>)

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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
F GRENOBL 23	SKBANSKA 01	0312 Political Science and Civic		1 week = 8 hours	X
F GRENOBL 23	SKBANSKA 01	03 European Studies		2*5 DAYS	x
		0421 Law		1 week = 8 hours	X
SKBANSKA 01	F GRENOBL 23	0312 Political Science and Civic		1 week = 8 hours	X
SKBANSKA 01	F GRENOBL 23	03 European Studies		2*5 DAYS	
		0421 Law		1 week = 8 hours	X

### 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
FGRENOBL23	0312	French	English	B2 French / C1 English	C1 both
SK BANSKA01	0312	EN	SK	B2	B2
SK BANSKA01	0421	EN	SK	B2	B2
SK BANSKA01	03	SK	EN, D, RU, PL, FR, ES, IT, FR	SK: B2; EN: B2; D: B2; RU: B1; PL: A2; ES: B1; IT: B1, FR: B1	All languages C1

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

F GRENOBL 23 is able to receive students with disabilities. This can be discussed before each nomination.

**SK BANSKA01:** The candidates with disabilities can only be accepted after the consultation with **Faculty of Political Science and International Relations**, Matej Bel University in Banská Bystrica.

**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).

<sup>6</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>



## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
FGRENOBL23	Nomination: 15 May Application: 1 June	Nomination: 1 October Application: 10 October
SK BANSKA01	Nomin: 15 May, Appl: 15 July	Nomin: 30 Sept, Appl: 15 November

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

2. F GRENOBL23 will send its decision within 5 weeks.  
SK BANSKA01 will send its decision within [1] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 8 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

In the event of unilateral termination, a notice of at least one academic year should be given. 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. 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

*[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup>. 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.]*

Our grades range, officially, from 0 to 20. In practice however, the lowest and the highest grades are only very rarely given; it is extremely unusual for a mark above 18/20 to be awarded in any subject.

<i>excellent</i>	17 and above
<i>very good</i>	15-16
<i>good</i>	13-14

<sup>7</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

<i>satisfactory</i>	11-12
<i>sufficient</i>	10
<i>failure</i>	anything below 10/20

The majority of our students obtain overall averages between 11.5 and 13 out of 20. Please do not feel that your students have performed poorly if they have marks between 13 and 15: on the contrary, they deserve congratulations!

*Professor in charge of the incoming student : Anna Jeannesson, Teacher of English*  
[anna.jeannesson@sciencespo-grenoble.fr](mailto:anna.jeannesson@sciencespo-grenoble.fr)

**SK BANSKA01:**

**Faculty of Political Science and International Relations:** ECTS-credits: 60 per year/30 per semester, we fully recognized the European Union's transfer system of credits and according to the ECTS principles they are assessed by the adequate number of credits for each subject. The evaluation scale: 100-94: A; 93-87: B; 86-80: C; 79-73: D; 72-65 E 64-and less: Fx (failed).

## **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
SK BANSKA01	Jana Miková, e-mail: <a href="mailto:Erasmus.fpvmv@umb.sk">Erasmus.fpvmv@umb.sk</a>	<a href="http://www.foreign.gov.sk/en/consular_info/visa">http://www.foreign.gov.sk/en/consular_info/visa</a>
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, <a href="mailto:ingrid.balazova@umb.sk">ingrid.balazova@umb.sk</a> , fax: +421 48 413 6153  <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>  <a href="http://www.foreign.gov.sk/en/consular_info/visa">http://www.foreign.gov.sk/en/consular_info/visa</a>
SK BANSKA01	Faculty of Law Mgr. Lucia Lalíková, e- mail: <a href="mailto:lucia.lalikova@umb.sk">lucia.lalikova@umb.sk</a>	<a href="http://www.foreign.gov.sk/en/consular_info/visa">http://www.foreign.gov.sk/en/consular_info/visa</a>
FGRENOBL 23	<a href="mailto:Nicole.vanderlouw@sciencespo-grenoble.fr">Nicole.vanderlouw@sciencespo-grenoble.fr</a>	<a href="http://international.univ-grenoble-alpes.fr/portail-d-informations-">http://international.univ-grenoble-alpes.fr/portail-d-informations-</a>

	Tel: +33.4.76.82.61.01	<a href="http://pour-les-publics-internationaux-de-l-universite-de-grenoble-577782.htm?RH=GUALPFR_IN">pour-les-publics-internationaux-de-l-universite-de-grenoble-577782.htm?RH=GUALPFR_IN</a>
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### 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
SK BANSKA01	Jana Miková, e-mail: <a href="mailto:Erasmus.fpmv@umb.sk">Erasmus.fpmv@umb.sk</a>	<a href="http://www.erasmus.umb.sk">www.erasmus.umb.sk</a>
SK BANSKA01	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, <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>
SK BANSKA01	Faculty of Law Mgr. Lucia Lalíková, e-mail: <a href="mailto:lucia.lalikova@umb.sk">lucia.lalikova@umb.sk</a>	<a href="http://www.erasmus.umb.sk">www.erasmus.umb.sk</a>
FGRENOBL23	<a href="mailto:Nicole.vanderlouw@sciencespo-grenoble.fr">Nicole.vanderlouw@sciencespo-grenoble.fr</a>  Tel: +33.4.76.82.61.01	<a href="http://international.univ-grenoble-alpes.fr/portail-d-informations-pour-les-publics-internationaux-de-l-universite-de-grenoble-577782.htm?RH=GUALPFR_IN">http://international.univ-grenoble-alpes.fr/portail-d-informations-pour-les-publics-internationaux-de-l-universite-de-grenoble-577782.htm?RH=GUALPFR_IN</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.

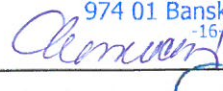

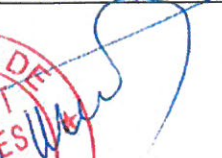
Information and assistance can be provided by the following persons and information sources:



Institution [Erasmus code]	Contact details (email, phone)	Website for information
SK BANSKA01	Jana Miková, e-mail: <a href="mailto:Erasmus.fpvmv@umb.sk">Erasmus.fpvmv@umb.sk</a>	<a href="http://www.erasmus.umb.sk">www.erasmus.umb.sk</a>
SK BANSKA01	PhDr. Ingrid Balážová, Erasmus Administrator, Tajovského 40, 974 01 Banská Bystrica, Slovakia, <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>
SK BANSKA01	Faculty of Law Mgr. Lucia Lalíková, e- mail: <a href="mailto:lucia.lalikova@umb.sk">lucia.lalikova@umb.sk</a>	<a href="http://www.erasmus.umb.sk">www.erasmus.umb.sk</a>  <a href="http://www.prf.umb.sk/referat-pre-medzinarodnu-spolupracu-a-vztahy-s-verejnostou/erasmus/mobilita-studentov-erasmus/incoming-students.html">http://www.prf.umb.sk/referat-pre-medzinarodnu-spolupracu-a-vztahy-s-verejnostou/erasmus/mobilita-studentov-erasmus/incoming-students.html</a>
FGRENOBL23	<a href="mailto:Nicole.vanderlouw@sciencespo-grenoble.fr">Nicole.vanderlouw@sciencespo-grenoble.fr</a>  Tel: +33.4.76.82.61.01	<a href="http://international.univ-grenoble-alpes.fr/portail-d-informations-pour-les-publics-internationaux-de-l-universite-de-grenoble-577782.htm?RH=GUALPFR_IN">http://international.univ-grenoble-alpes.fr/portail-d-informations-pour-les-publics-internationaux-de-l-universite-de-grenoble-577782.htm?RH=GUALPFR_IN</a>

**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 [Erasmus code]	Name, function	Date	Signature <sup>8</sup>
SKBANSKA01	doc. PhDr.Katarina Chovancová, PhD. Institutional Erasmus+ Coordinator	1.3.2016	UNIVERZITA MATEJA BELA v Banskej Bystrici <b>REKTORÁT</b> Národná 12 974 01 Banská Bystrica -16 
FGRENOBL23	Prof. Jean MARCOU, Director of the International Office Sciences Po Grenoble	25.02.2016	 

<sup>8</sup> Scanned signatures are accepted

