



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff - Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2018-2021² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Matej Bel University in Banská Bystrica,	SK BANSKA01	Erasmus Institutional Coordinator; Vice Rector for International Cooperation doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator	
Faculty of Economics		Erasmus Faculty Coordinator- Faculty of Economics Vice Dean for International Relations Doc. Ing. Vanda Maráková, PhD. vanda.marakova@umb.sk	http://www.ef.umb.sk/index.exe.asp?uid=734 http://www.ef.umb.sk/index

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

² Higher Education Institutions have to agree on the period of validity of this agreement

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

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

			exe.asp?uid=736
Faculty of Arts		<p>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</p>	<p>General information:</p> <p>In Slovak: http://www.ff.umb.sk/ (Faculty web sites), In English: http://www.ff.umb.sk/en/</p> <p>The course catalogue:</p> <p>http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html</p>
Université Paris Sorbonne	F PARIS004	<p>Institutional Coordinator: Dolores SOBRINO International Relations Office 1 rue Victor Cousin 75005 Paris, France Fax : +33 (0)1 40 46 33 77</p> <p>Erasmus Coordinator for incoming students: erasmus-in.ri@paris-sorbonne.fr Tél.: +33 1 40 46 47 79</p> <p>Erasmus Coordinator for outgoing students: erasmus-out.ri@paris-sorbonne.fr Tél.: +33 1 40 46 33 77</p> <p>Renewal of the Bilateral Agreements : contact.ri@paris-sorbonne.fr Tél.: +33 1 40 46 33 76</p> <p>Departmental coordinator : Langue française : Mme Florence LECA-MERCIER</p>	<p>http://www.paris-sorbonne.fr/l-international/</p> <p>Departmental coordinator:</p> <p>http://www.paris-sorbonne.fr/coordonateurs-pedagogiques</p> <p>Course Catalogue:</p> <p>http://www.paris-sorbonne.fr/les-ufr</p>

B. Mobility numbers⁵ per academic year

FROM	TO	Subject area code *	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	[ISCED]			Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average]	

⁵ 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>)

duration*]						
SK BANSKA01 (Faculty of Arts)	F PARIS004	023	Languages	1,2,3	2*9 MONTHS	
F PARIS004	SK BANSKA01 (Faculty of Arts)	023	Langue française	1,2	2*9 MONTHS	

SK BANSKA01: Erasmus for traineeships, Faculty of Arts MBU:
<http://www.ff.umb.sk/en/erasmus-students/erasmus-for-traineeships.html>

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 *]	
SK BANSKA01 (both faculties)	F PARIS004	023	Languages	2*5days, min 8 teaching hours	None
F PARIS004	SK BANSKA01 (both faculties)	023	Languages	2*5days, min 8 teaching hours	None

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SK BANSKA01	Subjects in foreign languages	SK	See below	See below	All languages C1
F PARIS004		FRENCH		B2	B2

⁶ 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>

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

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

Subjects in foreign languages:

- Bachelor study: SK: B1; EN: B1; D: B1; RU: B1; PL: B1; ES: B1; IT: B1, F: B1.
- Master study: SK: B2; EN: B2; D: B2; RU: B2; PL: B2; ES: B2; IT: B2, F: B2.
- Doctoral study: SK: B2; EN: B2; D: B2; RU: B2; PL: B2; ES: B2; IT: B2, F: B2.

D. Additional requirements

SK BANSKA01: The Candidates with disabilities can only be accepted after the consultation with faculty of Economics, Matej Bel University in Banská Bystrica.

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).

F PARIS004:

The Université Paris-Sorbonne welcomes students and staff with disabilities and provides an information and assistance center. Learn more at <http://www.paris-sorbonne.fr/l-universite/foire-aux-questions/vie-etudiante-5903/handicap-5453/>

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 BANSKA01	Nomin: 15 May, Appl: 15 July	Nomin: 30 Sept, Appl: 15 November
F PARIS004	Nomin: May 15th Appl: May 31th	Nomin: October 15th, Appl: October 31st

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

2. **SK BANSKA01:** The receiving institution will send its decision within 2 weeks.

F PARIS004: The receiving institution will send its decision within 5 weeks.

3. **SK BANSKA01:** 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

F PARIS004: 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

[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

SK BANSKA 01 see attachment at <http://www.ef.umb.sk/indexe.asp?uid=736>

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).

F PARIS004

At Paris-Sorbonne University, all our marks are out of 20. For information, Paris-Sorbonne stands amongst one the most difficult grading systems in France. It is important to notice that a 10/20 is a good grade, and that it stands for the passing grade.

The credit part refers to the number of European credits the course provides. It is based on the 30 credits per semester system that French students must pass to validate one semester. It does not refer to the number of hours taken for one course. The local grade (/20) is the most relevant information you should consider to validate your students' semester/year at Paris-Sorbonne.

Please note that when local grade is "attended" or "enrolled", it means that your student attended the class and provide the necessary work for it, but did not take any exams.

Local grade out of 20	ECTS grade	Interpretation of grades
16 and more	A	Excellent
14-15	B	Very good
12-13	C	Good
11	D	Satisfactory
10	E	Sufficient

8-9	FX	Fail
0-7	F	Fail

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
SK BANSKA01	Faculty of Economics: Alena Dobrotová – Erasmus Outgoing and Incoming Teachers alena.dobrotova@umb.sk	
	Faculty of Arts: Incoming + outgoing students and teachers: 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
F PARIS004	erasmus-ln.ri@paris-sorbonne.fr +33 1 40 46 47 79	http://www.paris-sorbonne.fr/l-international/

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	Faculty of Economics Alena Dobrotová – Erasmus Outgoing and Incoming Teachers alena.dobrotova@umb.sk	

	Faculty of Arts Incoming + outgoing students and teachers: PhDr. Ingrid Balážová, Erasmus Administrator, ingrid.balazova@umb.sk , fax: +421 48 413 6153	http://www.ff.umb.sk/en/erasmus-students/
F PARIS004	erasmus-in.ri@paris-sorbonne.fr +33 1 40 46 47 79	http://www.paris-sorbonne.fr/l-international/

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	Faculty of Economics Alena Dobrotová – Erasmus Outgoing and Incoming Teachers alena.dobrotova@umb.sk	
	Faculty of Arts 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/
F PARIS004	erasmus-in.ri@paris-sorbonne.fr +33 1 40 46 47 79	http://www.paris-sorbonne.fr/l-international/

SK BANSKA01: Foreign students can stay at University residence halls Študentský domov 3, Tajovského 51, Banská Bystrica. The residence hall provides rooms with three bedrooms. Each floor has a shared kitchen with two electric cookers and a fridge. There is Internet connection in all rooms of the dormitory, however you have to bring your own LAN cable (NO WIFI IN ROOMS!). To connect it is necessary to modify network settings, login and password

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
SK BANSKA01	doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator	7.8.2017	UNIVERZITA MATEJA BELA Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica 16-
F PARIS004	Monsieur le Président Prof. Barthélémy JOBERT	20/07/2017	pour le Président de l'Université Paris-Borbonne par délégation la directrice générale des services Christine ARNULF-KOECHLIN

⁷ Scanned signatures are accepted