



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2018/2019- 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)
UNIVERZITA MATEJA BELA V BANSKEJ BYSTRICI (Matej Bel University in Banská Bystrica)	SK BANSKA01	doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator erasmus@umb.sk Matej Bel University in Banská Bystrica, Národná 12, 97401 Banská Bystrica, Slovakia	
Faculty of Arts		Faculty of Arts, International Relations Office, Tajovského 40 97401 Banská Bystrica Slovak Republic Tel: +42148 446 7414 Fax: +421484136153 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
Faculty of Law		Faculty of Law, Komenského 20, 974 01 Banská Bystrica, Slovakia	https://www.umb.sk/en/international/erasmus/erasmus-courses.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.

		Mgr. Jana Hubáčková Officer - International Relations and Marketing Communication Erasmus+ Administrator +421-48-446 3116 jana.hubackova@umb.sk	https://www.prf.umb.sk/en/
Faculty of Political Science and International Relations		Faculty of Political Science and International Relations Kuzmányho 1, 974 01 Banská Bystrica, Slovak Republic Assoc.Prof. Dr. Jaroslav Ušiak, PhD. Faculty coordinator Erasmus+ e-mail: Erasmus.fpvmbv@umb.sk Tel.: + 421 48 446 1614, fax: + 421 48 446 1200	http://www.fpvmbv.umb.sk/en/
Faculty of Education		Faculty of Education UMB International Relations Office Ružová 13, 974 11 Banská Bystrica, Slovakia, Tel.: +421 48 446 4226 Erasmus+ Faculty Coordinator: doc. PhDr. Alžbeta Brozmanová Gregorová, PhD. alzbeta.gregorova@umb.sk Erasmus+ administrator: Mgr. Andrea Zvalová / andrea.zvalova@umb.sk	In Slovak www.pdf.umb.sk In English www.pdf.umb.sk/en
Faculty of Natural Sciences		Faculty of Natural Sciences, International Relations Office, Tajovského 40 97401 Banská Bystrica Slovak Republic Faculty Administrator: Mgr. Viera Pavlovičová Viera.pavlovicova@umb.sk Tel.: +421 48/446 7431	http://www.fpv.umb.sk/en/international-cooperation/ects-courses.html
Faculty of Economics		Faculty of Economics, Tajovského 10, 975 90 Banská Bystrica, Slovakia Mgr. Ing. Gabriela Kormancová, PhD. Vice-dean for International Relations, Erasmus+ Faculty Coordinator Tel: +421 48 446 2178 gabriela.kormancova@umb.sk Student mobilities Mgr. Jana Prašovská jana.prasovska@umb.sk Teachers & Staff mobilities Ing. Alena Dobrotová alena.dobrotova@umb.sk	www.ef.umb.sk
MYKOLO ROMERIO UNIVERSITETAS (Mykolas Romeris University)	LT VILNIU06	Postal Address: Ateities str. 20, LT-08303 Vilnius, Lithuania Vice Rector for Academic Affairs prof.dr. Regina Valutytė Institutional Erasmus+ Coordinator: Mrs. Audra Dargytė Burokienė; Head of International Office Tel./Fax: +370 5 2714695; E-mail: adb@mruni.eu ; erasmus@mruni.eu Faculty Coordinators: (023) Dr. Viktorija Mažeikienė, Vice-Dean of the Institute of Humanities	http://www.mruni.eu/en/prospective_students/erasmus/

		E-mail: vmazeikiene@mruni.eu (042) Assoc.prof.dr. Dovilė Gailiūtė-Janušonė, Vice-Dean of Mykolas Romeris Law School E-mail: dgailiute@mruni.eu (0312) prof.dr. Jolanta Urbanovič, Vice-Dean of the Faculty of Public Governance E-mail: jolanta@mruni.eu (011) Prof.dr. Irena Žemaitaitytė, Vice-Dean of the Institute of Educational Sciences and Social work Email: irene@mruni.eu (0313) Prof.dr. Rasa Pilkauskaitė-Valickienė, Vice-Dean of the Institute of Psychology Email: rvalick@mruni.eu (041) Prof.dr. Irmantas Rotomskis, Vice-Dean of the Faculty of Economics and Business E-mail: irotom@mruni.eu ;	
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B. Mobility numbers 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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [1 st – bachelor 2 nd – master 3 rd – doctoral]	Number of student mobility periods	
					Student Mobility for Studies [number of students / number of study months per person and total]	Student Mobility for Traineeships *
LT VILNIU06	SK BANSKA01	023	Languages (English, French)	1 st , 2 nd	3 x 5 months	2x4
SK BANSKA01	LT VILNIU06	023	Languages (English, French)	1 st , 2 nd 3 rd	3 x 5 months	2x4
LT VILNIU06	SK BANSKA01	0421	Law	1 st 2 nd 3 rd	3 x 5 months	2x3
SK BANSKA01	LT VILNIU06	0421	Law	1 st 2 nd 3 rd	3 x 5 months	2x3
LT VILNIU06	SK BANSKA01	0312	Political Sciences and civics	1 st , 2 nd	3 x 5 months	2x4
SK BANSKA01	LT VILNIU06	0312	Political Sciences and civics	1 st , 2 nd 3 rd	3 x 5 months	2x4
LT VILNIU06	SK BANSKA01	0110	Education	1 st , 2 nd 3 rd	2 x 5 months	
SK BANSKA01	LT VILNIU06	0110	Education	1 st , 2 nd 3 rd	2 x 5 months	
LT VILNIU06	SK BANSKA01	0313	Psychology	1 st , 2 nd 3 rd	2 x 5 months	

Erasmus+ IIA between SK BANSKA01 and LT VILNIU06_023_042_0312_011_313_0923_041_2018-2021

SK BANSKA01	LT VILNIU06	0313	Psychology	1 st , 2 nd 3 rd	2 x 5 months	
LT VILNIU06	SK BANSKA01	0923	Social Work	1 st , 2 nd	2 x 5 months	
SK BANSKA01	LT VILNIU06	0923	Social Work	1 st , 2 nd	2 x 5 months	
SK BANSKA01	LT VILNIU06	041	Business and Administration	1 st , 2 nd	2 x 5 months	
LT VILNIU06	SK BANSKA01	041	Business and Administration	1 st , 2 nd	2 x 5 months	

[*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 LT VILNIU06 country. Total duration of mobility periods or average duration can be indicated]

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 *	
				[number of persons and teaching days & teaching hours per person]	
LT VILNIU06	SK BANSKA01	023	Languages (English, French)	2 x 5 days	1 x 5 days
SK BANSKA01	LT VILNIU06	023	Languages (English, French)	2 x 5 days	1 x 5 days
LT VILNIU06	SK BANSKA01	0421	Law	2 x 5 days, min.8 hours of teaching	2 x 5 days
SK BANSKA01	LT VILNIU06	0421	Law	2 x 5 days, min.8 hours of teaching	2 x 5 days
LT VILNIU06	SK BANSKA01	0312	Political Sciences and civics	2 x 5 days	1 x 5 days
SK BANSKA01	LT VILNIU06	0312	Political Sciences and civics	2 x 5 days	1 x 5 days
LT VILNIU06	SK BANSKA01	0110	Education	2 persons /5 days/8 hours	2 persons /5 days
SK BANSKA01	LT VILNIU06	0110	Education	2 persons /5 days/8 hours	2 persons /5 days
LT VILNIU06	SK BANSKA01	0313	Psychology	2 persons /5 days/8 hours	2 persons /5 days
SK BANSKA01	LT VILNIU06	0313	Psychology	2 persons /5 days/8 hours	2 persons /5 days
LT VILNIU06	SK BANSKA01	0923	Social Work	2 persons /5 days/8 hours	2 persons /5 days
SK BANSKA01	LT VILNIU06	0923	Social Work	2 persons /5 days/8 hours	2 persons /5 days
SK BANSKA01	LT VILNIU06	0532 0521	Earth Sciences	2 persons/10 days	2 persons /5 days

			Environmental Sciences		
LT VILNIUS06	SK BANSKA01	0532 0521	Earth Sciences Environmental Sciences	2 persons/10 days	2 x 5 days
SK BANSKA01	LT VILNIUS06	041	Business and Administration	2 (min. 8 hours)	
LT VILNIUS06	SK BANSKA01	041	Business and Administration	2 (min. 8 hours)	

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SK BANSKA01	Subjects in foreign languages	SK	English	B2	C1
Arts			French	B2	C1
SK BANSKA01	Courses in Foreign languages	SK	English	B1	B2
Law			French	B1	B2
SK BANSKA01	0312 – Political Sciences and civics	SK	English French	B2	B2
SK BANSKA01	Education	EN	SK	B2	B2
SK BANSKA01	Natural Sciences	EN	SK	B1	B2
SK BANSKA01	Economics	SK	English	B2	B2
LT VILNIUS06	All	English	English	B2 level is recommended for full advantage of the mobility	B2 / C1

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

³For 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>

BANSKA01 and LT VILNIUS06: 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.*

Students: The sending institution on the nomination letter (name, e-mail, area of study, period of study) must notify the International Relations Office 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.

Staff: Teachers must notify the faculty departmental coordinator about their interest in teaching at Matej Bel University two months prior to their arrival. The teaching plan and invitation letter will be signed by the Erasmus administrator/coordinator.

*At the receiving institution **LT VILNIUS06:***

1. All incoming students shall have to complete on-line application package at <https://incoming.mruni.eu>
2. Every incoming student is entitled to courses of 30 ECTS per semester.
3. Every incoming student upon arrival receives access to his/her electronic study records book at the University's information system "IS STUDIJOS".
4. Incoming persons with visual or moving disabilities are asked to contact the International students office (erasmus@mruni.eu) and they will be provided assistance by the responsible staff member.

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 Arts	Nomination: 15 May Application: 15 July	Nomination: 30 September, Application: 15 November
SK BANSKA01 Law	Nomination: 15 th June Application: 15 th July	Nomination: 15 th October Application: 15 th November
SK BANSKA01 Political Science and International Relations	15 th July	15 th November
SK BANSKA01 Education	Nomination: 15 May Application: 15 July	Nomination: 30 September Application: 15 November
SK BANSKA01 Natural Sciences	June 15 th	November 15 th
SK BANSKA01 Economics	July 15 th – nominations August 15 th – application documents	November 15 th – nominations December 15 th – application documents
LT VILNIUS06	20 May (nominations by e-mail erasmus@mruni.eu) 31 May (applications of students)	20 November (Nominations by e-mail erasmus@mruni.eu) 30 November (applications of students)

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

2. The receiving institution will send its decision within 2 weeks after deadline of applications.
3. 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

LEGEND:

A (100 – 94 %) – excellent
 B (93 – 87 %) – very good
 C (86 – 80 %) – good
 D (79 – 73 %) – satisfactory
 E (72 – 65 %) – sufficient
 FX (1) (64 and less %) – not enough (Further work is required)
 FX (0) - unclassified

LT VILNIUS06: Mykolas Romeris University uses a criterial ten-point grading scale for assessment of the learning outcomes and a cumulative nature of assessment is applied in order to ensure active work of students during the students. Cumulative assessment shall assess learning outcomes by means of interim evaluations. The final grade is made of the grades of interim evaluations and grades of the examination. Usually, the assessment of the examination makes 40-50 per cent of the final grade, whereas that of interim evaluations – 50-60 per cent.

Table below provides a Grading scheme and grade distribution guidance:

Threshh old of passing	Grading system (ten-points)	Brief description of knowledge and abilities	Percent of achieved learning objectives	Percent of grade distribution for undergraduat e students	Percent of grade distribution for master level students	Conversion into former ECTS grade
PASSED	10	Excellent, exceptional knowledge and abilities (excellent)	> 95	10	11	A
	9	Sound, good knowledge and abilities (very good)	> 85	15	18	B
	8	Better than average knowledge and abilities (good)	> 75	20	24	C
	7	Average knowledge and abilities, there are minor mistakes (average)	> 65	20	20	C
	6	Knowledge and abilities (skills) are lower than average, there are mistakes (satisfactory)	> 55	17	14	D

	5	Knowledge and abilities (skills) satisfy minimal requirements (poor)	> 50	18	12	E
FAILED	4	Minimal requirements are not satisfied (Unsatisfactory)	< 50	-	-	-
	3					
	2					
	1					

Detailed description of the System of the assessment of learning outcomes:

http://www.mruni.eu/mru_lt_dokumentai/centrai/akademiniu_reikalai_centras/teises_aktai/Assessme nt_table.pdf

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	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, Faculty of Arts, ingrid.balazova@umb.sk , fax: +421 48 413 6153 http://www.foreign.gov.sk/en/contact_us/mfa_contact Faculty of Arts	http://www.ff.umb.sk/en/erasmus-students/ http://www.foreign.gov.sk/en/consular_info/visa
SK BANSKA01	Mgr. Jana Hubáčková Erasmus+ Administrator Faculty of Law, Komenského 20, 974 01 Banská Bystrica, Slovakia +421 48 446 3116 jana.hubacekova@umb.sk Faculty of Law	http://www.foreign.gov.sk/web/en/consular_info https://www.prf.umb.sk/en/erasmus/student-mobility/incoming-students.html
SK BANSKA01	Jana Miková, e-mail: Erasmus.fpvmv@umb.sk Faculty of Political Science and International Relations	http://www.foreign.gov.sk/web/en https://www.minv.sk/?residence-of-an-foreigner http://www.fpvmv.umb.sk/en/international-relations/erasmusplus-program/
SK BANSKA01	Andrea Zvalová, e-mail: andrea.zvalova@umb.sk Faculty of Education	http://www.foreign.gov.sk/web/en http://www.mzv.sk/web/en/consular_info/visa
SK BANSKA01	Mgr. Viera Pavlovičová viera.pavlovicova@umb.sk Faculty of Natural Sciences	http://www.fpv.umb.sk/en/international-cooperation/incoming-students.html
SK BANSKA01	Student mobilities Mgr. Jana Prašovská jana.prasovska@umb.sk Teachers & Staff mobilities Ing. Alena Dobrotová alena.dobrotova@umb.sk Faculty of Economics	www.ef.umb.sk
LT VILNIUS06	incoming@mruni.eu ; Erasmus@mruni.eu	http://www.mruni.eu/en/prospective-students/erasmus/

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	Incoming + outgoing: PhDr. Ingrid Balážová, Erasmus Administrator, Faculty of Arts, ingrid.balazova@umb.sk , fax: +421 48 413 6153 Faculty of Arts	http://www.ff.umb.sk/en/erasmus-students/
SK BANSKA01	Mgr. Jana Hubáčková Erasmus+ Administrator Faculty of Law, Komenského 20, 974 01 Banská Bystrica, Slovakia +421 48 446 3116 jana.hubackova@umb.sk Faculty of Law	
SK BANSKA01	Jana Miková, e-mail: Erasmus.fpvmv@umb.sk Faculty of Political Science and International Relations	http://www.fpvmv.umb.sk/en/international-relations/erasmusplus-program/
SK BANSKA01	Andrea Zvalová, e-mail: andrea.zvalova@umb.sk Faculty of Education	http://www.pdf.umb.sk/en/erasmus/incoming-students/health-insurance.html
SK BANSKA01	Mgr. Viera Pavlovičová viera.pavlovicova@umb.sk Faculty of Natural Sciences	
SK BANSKA01	Student mobilities Mgr. Jana Prašovská jana.prasovska@umb.sk Teachers & Staff mobilities Ing. Alena Dobrotová alena.dobrotova@umb.sk Faculty of Economics	www.ef.umb.sk
LT VILNIUS06	incoming@mruni.eu ; Erasmus@mruni.eu	http://www.mruni.eu/en/prospective_students/erasmus/

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	PhDr. Ingrid Balážová, Erasmus Administrator,	http://www.ff.umb.sk/en/erasmus-students/

	Faculty of Arts, Tajovského 40, 974 01 Banská Bystrica, Slovakia, ingrid.balazova@umb.sk , fax: +421 48 413 6153	
SK BANSKA01	Mgr. Jana Hubáčková jana.hubackova@umb.sk Faculty of Law, Komenskeho 20 974 01 Banská Bystrica Slovakia	http://web1.umb.sk/index.php?module=articles&id=263&language=2 Accommodation Deadline: 15 th June for the winter semester 15 th November for the summer semester/whole year
SK BANSKA01	Jana Miková, e-mail: Erasmus.fpvmv@umb.sk Faculty of Political Science and International Relations	http://www.fpvmv.umb.sk/en/international-relations/erasmusplus-program/
SK BANSKA01	Incoming + outgoing: Mgr. Andrea Zvalová Erasmus Administrator, andrea.zvalova@umb.sk Faculty of Education	www.pdf.umb.sk/en
SK BANSKA01	Mgr. Viera Pavlovičová viera.pavlovicova@umb.sk Faculty of Natural Sciences	http://www.fpv.umb.sk/en/international-cooperation/incoming-students.html
SK BANSKA01	Student mobilities Mgr. Jana Prašovská jana.prasovska@umb.sk Teachers & Staff mobilities Ing. Alena Dobrotová alena.dobrotova@umb.sk Faculty of Economics	www.ef.umb.sk
LT VILNIUS06	incoming@mruni.eu ; erasmus@mruni.eu	http://www.mruni.eu/en/prospective_students/accommodation/

SK BANSKA01: Foreign students can stay at University dormitory upon agreement with the faculty administrator/coordinator, it is basically at Študentský domov 3, Tajovského 51, Banská Bystrica. The dormitory 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 ⁴
SK BANSKA01	doc. PhDr. Katarína Chovancová, PhD. Vice-Rector for International Cooperation and Public Relations Erasmus+ Institutional Coordinator	17/05/ 2019	UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica 18
LT VILNIUS06	Prof. dr. Regina Valutytė Vice-Rector for Academic Affairs	20/05/ 2018	Mykolas Romeris University Vice-Rector for Academic Affairs Prof. Dr. Regina Valutytė 20.....-.....

⁴Scanned signatures are accepted

Audra Dargytė Burokienė
Audra Dargytė Burokienė
Institutional Erasmus coordinator
Mykolas Romeris University
Erasmus ID code: LT VILNIUS06
2018-05-17