



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2021² 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	Erasmus code	Contact details ³ (email, phone)	Website (eg. of the course catalogue)
Univerza na Primorskem, Pedagoška fakulteta / University of Primorska, Faculty of Education	SI KOPER03	Address: Cankarjeva 5 6000 Koper Slovenia Erasmus Institutional Coordinator: Ms. Petra Zidar Tel.: +386 5 611 7635, Fax.: +386 5 611 75 30 Email.: erasmus@upr.si Departmental Coordinator: Ms. Tina Kadunec Tel.: +386 5 66 31 267 Fax.: +386 5 663 12 68 Email: tina.kadunec@pef.upr.si	www.pef.upr.si/eng/
Paris Lodron Universität Salzburg (University of Salzburg)	A SALZBUR01	Institutional Coordinator: Peter Mayr International Relations Office Sigmund Haffner Gasse 18 5020 Salzburg Austria international@sbq.ac.at Bilateral Agreements and Outgoing Students: Mag. Mariane Wonneberger Tel.: +43 662 8044-2045 erasmus-outgoing@sbq.ac.at Incoming Students and Staff Mobility: Dipl. Geogr. Petra Höpfner Tel.: +43 662 8044-2044 erasmus-incoming@sbq.ac.at	www.uni-salzburg.at ERASMUS incoming information: https://www.uni-salzburg.at/index.php?id=45349 Lecture catalogue: https://www.uni-salzburg.at/index.php?id=207174&MP=207174-207181 Semester dates: https://www.uni-salzburg.at/index.php?id=200591&MP=200591-200315

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

		Departmental Coordinator: Mr. Eberhard RAITHELHUBER Tel.: +43 662 8044-4215 Email: eberhard.raithelhuber@sbg.ac.at	www.unl-salzburg.at/erz (Department of Educational Science)
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B. Mobility numbers⁴ 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.

Student Mobility (SMS)

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 or average duration]
A SALZBUR01	SI KOPER03	011	Education, Teacher Training	1 st (Bachelor) 2 nd (Master)	3 (3*6= 18 months)
SI KOPER03	A SALZBUR01	0111	Education Science	1 st (Bachelor) 2 nd (Master)	2 (2*6= 12 months)

Staff Mobility (STT or STA)

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 or average duration]	Staff Mobility for Training *
A SALZBUR01	SI KOPER03	011	Education, Teacher Training	4 persons / 2 weeks (8 teaching hours per week)	Individually arranged
SI KOPER03	A SALZBUR01	0111	Education Science	4 persons / 2 weeks (8 teaching hours per week)	Individually arranged

⁴ 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>)

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SI KOPER03	Education	Slovenian	EN	B1	B2
A SALZBUR01	Education	German	EN	B1	B2

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

D. Additional requirements

SIKOPER03:

In case of additional requirements in regard to academic, organizational or other aspects (e.g. students with special needs) please contact the Departmental coordinator UP PEF.

A SALZBUR01:

- It is not possible for students to hand-in their final BA-/MA-/PhD-thesis at the host institution. Final theses need to be graded by the home institution.
- Academic calendar

	Winter Term	Summer Term
Suggested Date of Arrival	1 October	1 March
Orientation Programme	Third week of September	Third week of February
Term Dates	1 October – 28 February	1 March – 30 September
Lecture Period	1 October – 31 January	4 March – 28 June
Examination Period	End January (varies individually)	Mid June (varies individually)
Individual dates for the upcoming terms can be found here: Serviceeinrichtung "Studium".		

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SI KOPER03	15th June	15th November
A SALZBUR01	15th June	15th November

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

2. The receiving institution will send its decision within [6] weeks.

⁵ 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>

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement
The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year must be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. 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

A SALZBURG01:

Austrian grading scheme	Definition
1	EXCELLENT: Outstanding performance
2	GOOD: Generally good, but with some errors
3	SATISFACTORY: Generally sound work with a number of substantial errors
4	SUFFICIENT: Performance meets the minimum criteria
successfully completed	Positive performance, where a strict differentiation is not adequate
5	UNSATISFACTORY: Substantial improvement necessary; requirement of further work
not completed	Negative performance, where a strict differentiation is not adequate

<https://www.uni-salzburg.at/index.php?id=21393>

SI KOPER03

Slovenian scale	ECTS scale	Grade description
10 (Excellent)	A (Excellent)	Outstanding knowledge with insignificant faults.
9 (Very Good)	B (Very Good)	Above average knowledge, but with some faults.
8 (Very Good)	C (Good)	Solid knowledge, but with some evident faults.
7 (Satisfactory)	D (Satisfactory)	Good knowledge, but with major faults.
6 (Sufficient)	E (Sufficient)	Knowledge meets minimum standards.
5 – 1 (Fail)	F, FX (Fail)	Knowledge does not meet minimum standards.

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
SI KOPER03	Ms. Petra Zidar Tel.: +386 5 611 7635, Fax.: +386 5 611 75 30 Email.: erasmus@upr.si	www.upr.si (section International Relations)
A SALZBUR01	Dipl. Geogr. Petra Höpfner Tel.: +43 662 8044-2044 erasmus-Incoming@sbg.ac.at	https://www.uni-salzburg.at/index.php?id=23802&MP=45332-200613%2C23802-45350

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
SI KOPER03	Ms. Petra Zidar Tel.: +386 5 611 7635, Fax.: +386 5 611 75 30 Email.: erasmus@upr.si	www.upr.si (section International Relations)
A SALZBUR01	Dipl. Geogr. Petra Höpfner Tel.: +43 662 8044-2044 erasmus-incoming@sbg.ac.at	https://www.uni-salzburg.at/index.php?id=23802&MP=45332-200613%2C23802-45350





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
SI KOPER03	Ms. Petra Zidar Tel.: +386 5 611 7635, Fax.: +386 5 611 75 30 Email.: erasmus@upr.si	www.upr.si (section International Relations)
A SALZBUR01	https://housing.gead.at/de/unterkuenfte/salzburg	http://www.uni-salzburg.at/index.php?id=23788&MP=23788-45355

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
SI KOPER03	Prof. Dragan Marušič, PhD, rector UP on behalf, no. 1143-14/2017, 16.2.2017 prof. Mara Cotič, PhD, dean UP PEF	18.1.2018	 
A SALZBUR01	Prof. Sylvia Hahn Vice-president for International Relations	10/12/18	  pp Mag. Mahane Wonneberger, Erasmus Inst. Coordinator

⁶ Scanned signatures are accepted