Erasmus+ Programme Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility
Inter-institutional agreement 2014-2021 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[1] (email, phone)	Website (eg. of the course catalogue)
University of Information Science and Technology "Saint Paul the Apostle" Ohrid Univerzitet za Informaticki Nauki i Tehnologii "Sveti Apostol Pavle" Ohrid Partizanska bb Ohrid, Republic of Macedonia	MK OHRID01	**Erasmus+ contact person:** **Dr. Aleksandar Petkovski** aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	http://uist.edu.mk/wp-content/uploads/2014/05/PROGAM-OUTLINES-AND-COURSE-OVERVIEWS.pdf
Vilnius University Universiteto 3, LT-01513 Vilnius, Lithuania	LT VILNIUS01	**University Erasmus coordinator:** Milda Girdzijauskaitė Office of International Programmes and Relations Tel. +370 5 268 7048 E-mail: milda.girdzijauskaite@cr.vu.lt **Academic coordinator:** dr. Saulius Maskeliūnas VU Institute of Mathematics and Informatics (IMI), Akademijos str. 4, Vilnius, LT-08663 Vilnius, Lithuania Tel. +370 5 2109342 E-mail: saulius.maskeliunas@mii.vu.lt **Contact person in charge of this agreement:** Prof. Dr. Valentina Dagienė Dept. of Informatics Methodology, VU IMI, Akademijos str. 4, LT-08663 Vilnius, Lithuania Tel. +370 5 210 9732, E-mail: valentina.dagiene@mii.vu.lt	Contact details: http://www.vu.lt/en/studies/contacts Information for incoming students: http://www.vu.lt/en/studies/exchange-students Course catalogue: http://www.vu.lt/en/studies/exchange-students/courses-taught-in-foreign-languages

B. Mobility numbers[2] 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, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration *]	Student Mobility for Traineeships *
MK OHRID01	LT VILNIUS01	061	Information and Communication Technologies (ICTs)	1st, 2nd, 3rd	2 students x 5 months	/
LT VILNIUS01	MK OHRID01	061	Information and Communication Technologies (ICTs)	1st, 2nd, 3rd	2 students x 5 months	/

*Optional: subject area code & name and study cycle are 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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
MK OHRID01	LT VILNIUS01	061	Information and Communication Technologies (ICTs)	2 persons x 1 week x min. 8 teaching hours	/
LT VILNIUS01	MK OHRID01	061	Information and Communication Technologies (ICTs)	2 persons x 1 week x min. 8 teaching 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:

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[2] 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)

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]
MK OHRID01	061	English		B1	B2
LT VILNIUS01	061	English		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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff.]

MK OHRID01
For admission to the **University of Information Science and Technology "Saint Paul the Apostle" Ohrid** in the framework of the Erasmus+ programme, students must follow the application procedure published at the following web page: http://uist.edu.mk/?page_id=3455

LT VILNIUS01:
Information for incoming students: http://www.vu.lt/en/studies/exchange-students

Information for students with special needs: http://www.vu.lt/en/studies/practical-information/56-studies/studies/2506

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MK OHRID01	June 15	December 1
LT VILNIUS01	June 1	November 15

MK OHRID01:
2.   The receiving institution will send its decision within 2 *weeks after the deadline.*
4.   Termination of the agreement
        The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given. This means that a unilateral decision to discontinue

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[3] 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

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."

LT VILNIUS01:
2.   *The receiving institution will send its decision within 2 weeks after the 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 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 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. 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

MK OHRID01: http://uist.edu.mk/?page_id=3455

LT VILNIUS01: http://www.vu.lt/en/studies/academic-information

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
MK OHRID01	**Erasmus+ contact person: Dr. Aleksandar Petkovski** aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	http://uist.edu.mk/
LT VILNIUS01	Office of International Programmes and Relations Tel.: +370 5 2687150 E-mail: trs@cr.vu.lt	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2503

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
MK OHRID01	**Erasmus+ contact person: Dr. Aleksandar Petkovski** aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	http://uist.edu.mk/
LT VILNIUS01	Office of International Programmes and Relations Tel.: +370 5 2687150 E-mail: trs@cr.vu.lt	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2505

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
MK OHRID01	**Erasmus+ contact person: Dr. Aleksandar Petkovski** aleksandar.petkovski@uist.edu.mk +389 78 23 29 23	http://uist.edu.mk/
LT VILNIUS01	**Agata Cesnovic,** Accommodation Officer E-mail: agata.cesnovic@cr.vu.lt Tel.: +370 5 268 7168	http://www.vu.lt/en/studies/practical-information/81-studies/studies/practical-information/389-accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[4]
MK OHRID01	Ninoslav Marina Ph.D., Rector	03.06.2014	
LT VILNIUS01	Prof. Gintautas Dzemyda, Director of the VU Institute of Mathematics and Informatics	2014.06.02	

[4] Scanned signatures are accepted