



# Erasmus+ Programme

## Bilateral Inter-Institutional Agreement

### Key Action 1

### Learning Mobility for Higher Education Students and Staff

### among EU Member States and third countries associated to the Programme

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The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

#### **Grading systems of the institutions**

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

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<sup>1</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

## Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2021/2022]	[2021]
End of validity	[2027/2028]	[2027]

## A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>2</sup> (email, phone)	Websites ( General/Faculties/ Course catalogue)
<p>Università degli Studi di Palermo</p> <p>Ref Ares (2021) 1527158 - 27/02/2021</p>	<b>I PALERMO01</b>	<p><b>Institutional Coordinator</b> Prof. Giorgio Mannina</p> <p><i>Rector's Delegate for Erasmus+ International Programmes – KA103</i></p> <p><b>Servizio Speciale Internazionalizzazione</b></p> <p>Valeria Floriano</p> <p><i>Head of IRO</i></p> <p>Università di Palermo - Viale delle Scienze, ed.3 - piano I 90128 Palermo (ITALY)</p> <p>Email: <a href="mailto:erasmus.agreement@unipa.it">erasmus.agreement@unipa.it</a></p> <p>Tel: +39 09123893832</p> <p><b>Departmental Coordinator</b></p> <p>Elio Lo Presti</p> <p><a href="mailto:elio.lopresti@unipa.it">elio.lopresti@unipa.it</a></p>	<p><a href="https://www.unipa.it/mobilita/">https://www.unipa.it/mobilita/</a></p> <p><a href="https://www.unipa.it/mobilita/en/">https://www.unipa.it/mobilita/en/</a></p> <p><b>Course Catalog</b> <a href="http://offweb.unipa.it/">http://offweb.unipa.it/</a></p>

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

University of Ljubljana, Faculty of Health Sciences	<b>SI LJUBLJA01</b>	Faculty coordinator: Petra Petročnik, <a href="mailto:petra.petrocnik@zf.uni-lj.si">petra.petrocnik@zf.uni-lj.si</a> Tel: + 386 1 300 11 11  Administrative contact Agreements, STA/STT Barbara Babnik <a href="mailto:barbara.babnik@zf.uni-lj.si">barbara.babnik@zf.uni-lj.si</a> Tel: + 386 1 300 11 64  Incoming/outgoing students Natalija Plankl <a href="mailto:natalija.plankl@zf.uni-lj.si">natalija.plankl@zf.uni-lj.si</a> Tel: + 386 1 300 11 22	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/">http://www.uni-lj.si/international_cooperation_and_exchange/</a>  <a href="http://www2.zf.uni-lj.si/en/">http://www2.zf.uni-lj.si/en/</a>
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## B. Mobility numbers<sup>3</sup> 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 (optional)* [ISCED]	Subject area name (optional)*	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (optional)*	Number of student mobility periods			
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
I PALERMO01	SI LJUBLJA01	0913	Nursing and midwifery	1st	1 student	3 months	/	/
SI LJUBLJA01	I PALERMO01	0913	Nursing and midwifery	1st	1 student	3 months	/	/

Short-term blended mobility option for students

<sup>3</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
I PALERMO01	SI LJUBLJA01	0913	Nursing and midwifery	2 teachers	5 days	/	/
SI LJUBLJA01	I PALERMO01	0913	Nursing and midwifery	2 teachers	5 days	/	/

### 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>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I PALERMO01		ITALIAN*	English	B1 – No Certificate Required	B1 – No Certificate Required
SI LJUBLJA01		Slovene	English	B2	B2

<sup>4</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>

## D. Calendar

**Nominations of incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
I PALERMO01	30th JUNE	30th OCTOBER
SI LJUBLJA01	/	November 15

**Applications from incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
I PALERMO01	30th JUNE	30th OCTOBER
SI LJUBLJA01	/	November 15

**Application procedure for incoming students**

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
I PALERMO01	Vincenzo Fumetta <a href="mailto:incoming_students@unipa.it">incoming_students@unipa.it</a> +39 09123893894	<a href="https://www.unipa.it/mobilita/en/">https://www.unipa.it/mobilita/en/</a> <a href="https://www.unipa.it/mobilita/en/incoming-students/incoming-erasmus-and-exchange-students/">https://www.unipa.it/mobilita/en/incoming-students/incoming-erasmus-and-exchange-students/</a>
SI LJUBLJA01	Natalija Plankl, MSc <a href="mailto:natalija.plankl@zf.uni-lj.si">natalija.plankl@zf.uni-lj.si</a>	<a href="https://www.zf.uni-lj.si/en/how-to-apply">https://www.zf.uni-lj.si/en/how-to-apply</a>

## E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
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I PALERMO01			<a href="http://cud.unipa.it">http://cud.unipa.it</a>
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The receiving institution will send its decision within [x] weeks, **and no later than 5 weeks.**

### Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
I PALERMO01	Reduced mobility - Hearing impairments - Visual impairments	<a href="https://www.unipa.it/amministrazione/direzionegenerale/serviziospecialeperladidatticaeglistudenti/u.o.abilitadiverse/">https://www.unipa.it/amministrazione/direzionegenerale/serviziospecialeperladidatticaeglistudenti/u.o.abilitadiverse/</a>	GIULIA INGRASSIA <a href="mailto:cud@unipa.it">cud@unipa.it</a> +3909123862419	<a href="https://www.unipa.it/amministrazione/direzionegenerale/serviziospecialeperladidatticaeglistudenti/u.o.abilitadiverse/">https://www.unipa.it/amministrazione/direzionegenerale/serviziospecialeperladidatticaeglistudenti/u.o.abilitadiverse/</a>

## F. Information

### 1. 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
I PALERMO01	CASAUNIPA - Servizio Alloggi	<a href="http://portale.unipa.it/amministrazione/area1/ssp10/CASAUNIPA.html">http://portale.unipa.it/amministrazione/area1/ssp10/CASAUNIPA.html</a>

	Viale delle Scienze – Ed. "3" Segreteria Studenti – 90128 Palermo  Tel. 091.23890905 email: servizioalloggi@unipa.it	
SI LJUBLJA01	<a href="mailto:Intern.Office@uni-lj.si">Intern.Office@uni-lj.si</a>  Tel: 00 386 1 241 85 92	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/">http://www.uni-lj.si/international_cooperation_and_exchange/</a>

## 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
I PALERMO01	studentistranieri.cot@unipa.it  +3909123865500	<a href="http://www.unipa.it/strutture/cot/Futuri-studenti/Sportello_Accoglienza_Studenti_Stranieri/actions/index.html">http://www.unipa.it/strutture/cot/Futuri-studenti/Sportello_Accoglienza_Studenti_Stranieri/actions/index.html</a>
SI LJUBLJA01	<i>Incoming:</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/">http://www.uni-lj.si/international_cooperation_and_exchange/</a>

## 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
I PALERMO01	UOA - Polizze e denunce assicurative e-mail: <a href="mailto:stella.neri@unipa.it">stella.neri@unipa.it</a>	<a href="https://www.unipa.it/amministrazione/areaaffarigeneraliieistituzionali/settoreaffariger">https://www.unipa.it/amministrazione/areaaffarigeneraliieistituzionali/settoreaffariger</a>

	Tel: +39 091 238 90809	
SI LJUBLJA01	<i>incoming</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> , Tel: 00 386 1 241 85 92	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/">http://www.uni-lj.si/international_cooperation_and_exchange/</a>

#### **4. Additional information**

<b>Receiving institution</b> [Erasmus code]	<b>Information on recognition process / other useful information:</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
Institution 1			
Institution 2			

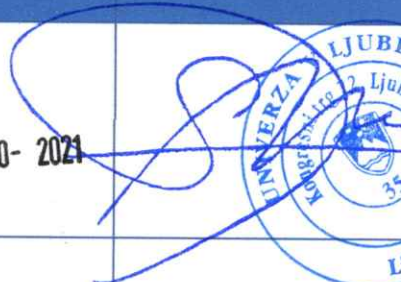

A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.

#### **Termination of the agreement**

*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."*



**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
SI LJUBLJA01	Dean of the Faculty by the Authorisation of the Rector  Izr. prof. dr. Andrej Starc	19-10-2021	
I PALERMO01	Università degli Studi di Palermo  Prof. Giorgio Mannina  Rector's Delegate for Erasmus+ International Programmes - KA103	26/10/2021	

<sup>5</sup> Scanned signatures are accepted