Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2022/23
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 (email, phone)	Website (eg. of the course catalogue)
Biotehniški center Naklo	SINAKLO01	Špela Langus, Erasmus coordinator spela.langus@bc-naklo.si +38651455946	http://www.bc-naklo.si/
VIVES UNIVERSITY OF APPLIED SCIENCES	B KORTRIJ01	Céline Leys Erasmus coordinator celine.leys@vives.be +32 478 61 59 62	https://www.vives.be/nl

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 [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 Trainee-ships
SI NAKLO01	B KORTRIJ01	1015	Travel, tourism and leisure	1st	1 students x 2 months	/
B KORTRIJ01	SI NAKLO01	0721	Food processing	short cycle	/	1 students x 2 months

[*Optional: subject area code & name and study cycle are 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 partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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 *
SI NAKLO01	B KORTRIJ01	1015	Travel, tourism and leisure	2 persons/ 5 days	2 persons/ 5 days
B KORTRIJ01	SI NAKLO01	0721	Food processing	2 persons/ 5 days	2 persons/ 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[1]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SI NAKLO01	B KORTRIJ01	ENGLISH	ENGLISH	B1/B2	B2
B KORTRIJ01	SI NAKLO01	ENGLISH	ENGLISH, SLOVENIAN	B1/B2	B2

*) Only for tutoring

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

Criteria for selecting participants at UNS:

UNS will organize the distribution of information and publish an open call with a fixed deadline for application for this mobility programme. The programme is targeted for teaching staff and students in the areas of Agriculture (code 081).

Applicants are required to submit the documents in accordance with the call (all in English). Once UNS has completed the selection process, the nomination information shall be sent to the hosting HEI. The mobility coordinator in the hosting HEI will provide supporting documents for visa application, assist with the Mobility Agreement (staff) and Learning Agreement (students) etc.

E. Calendar

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

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[1]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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SI NAKLO01	30 June	31 October
B KORTRIJ01	May 31st	November 20th

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

3. A Transcript of Records will be issued by the receiving institution no later than **2** weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

   In the event of unilateral termination of the agreement, 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 2022 will only take effect as of 1 September 2023."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

Description **B KORTRIJ01 & B BRUGGE11** grading system		BE NL - Flanders – Dutch speaking Belgium	
Grading system			
Legal framework		System is imposed by law (Flemish Decree)	
Student Target group	Bachelor	Grade range	0 to 20
Pass grade		10	
Other pass grade levels		10-11-12-13-14-15-16-17-18- 19-20	
Description of the grading system		We have a system of 0-20 with an interval of 1 point. No half points are given. 10 is the pass mark. No overall average is necessary. Grades lower than 8 or higher than 18 are in practice seldom or never given. The median is often around 13-14. During deliberation in many faculties failure points (below 10) can be condoned e.g. during deliberation, e.g. a 9 or even an 8. For such course units no credit certificate is given. The marks may also be weighted in terms of the ECTS weight. Normally the grading is absolute i.e. linked to how well the learning outcomes have been reached. Score distributions do not play a role.	
Specific features		In principle the grading culture is the same everywhere, but there tend to be sometimes serious differences between professors. From the statistics, it seems that the pass mark is sometimes used as a 'grace' mark i.e. a professor does not want a student to fail only	

	because of his course unit so he/she gives a 10.
Grade conversion	VIVES University of Applied Sciences is member of the **Egracons (European Grade Conversion System)** project. Egracons is a Lifelong Learning project (2012-2015) co-funded by the European commission aiming to facilitate exchange mobility by working out a conversion system based on ECTS grade conversion tables as recommended in the EU's 2015 ECTS Users' guide. VIVES uses the EGRACONS Conversion Tool to convert marks / grades from one system to another.

The lowest passing grade is **6**, and the highest is **10**; the grading is numerical but not according to statistical distribution.

ECTS credits: 1 academic year = 60 credits ; 1 semester = 30 credits

SI NAKLO01: http://www.bc-naklo.si/

Local grade	Definition
10	Excellent (exceptional achievement with negligible mistakes)
9	Very Good (above-average but with some mistakes)
8	Very Good (commendable achievement)
7	Good (good knowledge yet with major mistakes)
6	Sufficient (complies with minimum criteria)
1–5	Insufficient (does not comply with minimum criteria)

ECTS credits: 1 academic year = 60 credits

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 NAKLO01	spela.langus@bc-naklo.si +386 51 455 946	http://www.bc-naklo.si/
B KORTRIJ01	celine.leys@vives.be +32 478 61 59 62	https://www.vives.be/nl

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 NAKLO01	spela.langus@bc-naklo.si +386 51 455 946	http://www.bc-naklo.si/
B KORTRIJ01	celine.leys@vives.be +32 478 61 59 62	https://www.vives.be/nl

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 NAKLO01	spela.langus@bc-naklo.si +386 51 455 946	http://www.bc-naklo.si/
B KORTRIJ01	celine.leys@vives.be +32 478 61 59 62	https://www.vives.be/nl

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[2] and stamp
SI NAKLO01	Irena Gril Principal of Higher Vocational College	1. 3. 2023	
B KORTRIJ01	Mr. Joris Hindryckx President	3. 3. 2023	

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[2]Scanned signatures are accepted