



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)
Biotehniški center Naklo, Višja strokovna šola, Strahinj 99, 4202 Naklo	SI NAKLO01	Milena Maček Jerala, Higher Vocational College Manager, Erasmus+ coordinator milena.jerala@bc-naklo.si +386 04/ 277 21 06	http://www.bc-naklo.si/index.php?id=864
Veleučilište u Rijeci, Poljoprivredni odjel Poreč, Karla Huguesa 6, 52440 Poreč	HR RIJEKA01	Maja Šupuković msupukov@veleri.hr +385 51 321 309 Marijana Jakopič mjakopic@veleri.hr +385 51 321 309	http://www.veleri.hr/?q=veleuciliste

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers² 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, 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*]	Student Mobility for Traineeships *
SI NAKLO01	HR RIJEKA02	0810:Agriculture	Upravljanje podeželja in krajine	Short cycle	4	2
HR RIJEKA02	SI NAKLO01	0810:Agriculture	Upravljanje podeželja in krajine	Short cycle	4	2

[*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	HR RIJEKA02	0810:Agriculture	Upravljanje podeželja in krajine	2	1

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>)

HR RIJEKA02	SI NAKLO01	0810:Agri culture	Upravljanje podeželja in krajine	2	1
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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]
SI NAKLO01	HR RIJEKA02	SLO	ENG, SLO	B1	B2
HR RIJEKA02	SI NAKLO01	CRO	ENG, HRV	B1	B2

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

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>

D. Additional requirements

This Inter-institutional agreement envisages further invigoration of cooperation in the field of high and higher education including professor and student exchange programmes, international projects, horticulture, agriculture and environment research, documents and information exchange about high and higher school educational systems and programmes, active participation at the international academic conferences, the organization of informal education, expert excursions, the use of the information and communication technologies and other activities contributing to higher quality level and know-how in the field of horticulture, agriculture and environment.

On the basis of this Inter-institutional agreement the two institutions, i.e. the Biotechnical Centre Naklo, Slovenia, and the Polytechnic of Rijeka, Agricultural Department in Poreč, Croatia are going to establish a joint committee functioning as an advisory organ for cooperation in the field of high and higher education.

The forms of international cooperation:

- scholar exchanges based on projects related to curriculum or the development plans of the schools
- the organization of international academic conferences and other international events
- the organization of national or international events
- participation of the student groups at the international festivals or other international events prepared after the preliminary project work
- projects supporting language and culture variety at schools
- academic research in the field of horticulture, agriculture and environment
- writing and publishing of expert and scientific articles contributing to the development of know-how in the field of horticulture and agriculture
- other international expert projects

The cooperation for the development of the two centres will include the exchange of the knowledge, experiences and opinions of the experts from different areas like agriculture, horticulture, viticulture, fruit growing, the economics and other fields, representing challenges for both partners and improving their quality and knowledge.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR RIJEKA02	October	March
SI NAKLO01	October	March

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

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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."]

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁴. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

2. 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	Milena Maček Jerala milena.jerala@bc-naklo.si +386 04/ 277 21 06	http://www.bc-naklo.si/index.php?id=628
HR RIJEKA02	Maja Šupuković msupukov@veleri.hr +385 51 321 309 Marijana Jakopič mjakopic@veleri.hr +385 51 321 309	http://www.veleri.hr/?q=node/1053

4. Housing


The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

⁴ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

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	Milena Maček Jerala, Erasmus+ coordinator milena.jerala@bc-naklo.si +386 04/ 277 21 06	http://www.bc-naklo.si/index.php?id=628
HR RIJEKA02	Maja Šupuković msupukov@veleri.hr +385 51 321 309 Marijana Jakopič mjakopic@veleri.hr +385 51 321 309	http://www.veleri.hr/?q=node/1053

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
SI NAKLO01	Milena Maček Jerala, Higher Vocational College Manager, Erasmus+ coordinator	9. 7. 2015	
HR RIJEKA02	Dušan Rudić, Ph.D. Dean at the Polytechnic of Rijeka		



⁵ Scanned signatures are accepted