



Erasmus+ Programme

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

Inter-institutional¹ agreement 2021-2027² 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 ³ (email, phone)	Website (eg. of the course catalogue)
Universidad Complutense de Madrid	E MADRID03	Dr. Nieves Sánchez Bilateral Agreements Oficina Erasmus Edificio de Estudiantes Avda. Complutense, s/n Ciudad Universitaria 28040 Madrid España rrinter@ucm.es Departamental Coordinator: Prof. Angel Sainz Vicedecano de RRII Facultad de Veterinaria vetasmus@vet.ucm.es	http://www.ucm.es

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.

University of Ljubljana (Veterinary Faculty) Kongresni trg 12, 1000 Ljubljana, Slovenia	SI LJUBLJA01	University of Ljubljana Tel. +386 1 2418 594 student.office@uni-lj.si Departmental coordinator: asst prof. Ana Nemec Veterinary Faculty Tel. +386 1 4779 292 ana.nemec@vf.uni-lj.si Contact person at UL VF: Mrs. Petra Gruden, MSc Head of Office for Scientific Research and International Affairs Tel. +386 1 4779 852 VFinternational@vf.uni-lj.si	https://www.uni-lj.si/study/eng/ https://www.uni-lj.si/international cooperation and exchange /erasmus-plus-programme/ https://www.vf.uni-lj.si/en
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B. Mobility numbers⁴ 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 *
E MADRID03	SI LJUBLJA01	0841	Veterinary	1 st +2 nd	1 student x 10 months	1 student x 2 months **
				3 rd	/	1 student x up to 5 months **
SI LJUBLJA01	E MADRID03	0841	Veterinary	1 st +2 nd	1 student x 10 months	1 student x 2 months **
				+3 rd	/	1 student x up to 5 months **

**** For internships in a clinic, students must be nominated one year in advance of the internship (due to the few places available)**

[*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

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>)

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 *
E MADRID03	SI LJUBLJA01	0841	Veterinary	1 x 5 days	1 x 5 days
SI LJUBLJA01	E MADRID03	0841	Veterinary	1 x 5 days	1 x 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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E MADRID03		Spanish	English	B1 C1 for Master	B2
SI LJUBLJA01	Veterinary	Slovene	English	B2	C1

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

SI LJUBLJA01:

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>

The University of Ljubljana accepts students and staff with special needs. It is advised to consult with the Coordinator at the Faculty regarding specifics prior to the nomination.

E. Calendar

1. Partner nominations and student applications must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E MADRID03	https://www.ucm.es/plazos-deadlines-erasmus	
SI LJUBLJA01	May 15 th (winter & full year)	May 15 th (for study exchange) and November 15 th

SI LJUBLJA01:

2. The receiving institution will send its decision within 6-8 weeks after the deadline.
3. Academic calendar:
https://www.uni-lj.si/international_cooperation_and_exchange/erasmus-plus-programme/incoming_students/
4. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished.

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 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

SI LJUBLJA01:

https://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/grading_system/

E MADRID03: <http://www.ucm.es/sistema-de-evaluacion>

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
E MADRID03	rrinter@ucm.es	<i>Nationals of non-EU/EEA countries (so-called "third country nationals") need an entry visa or residence permit for entry into and residence in Spain. The type of permit depends on the length and purpose of the stay.</i> <i>For details please visit:</i> https://www.ucm.es/entrada-y-residencia-en-espana-como-estudiante
SI LJUBLJA01	INCOMING University of Ljubljana Tel. +386 1 2418 592 intern.office@uni-lj.si OUTGOING University of Ljubljana phone: +386 1 2418 594 student.office@uni-lj.si	https://www.uni-lj.si/international_cooperation_and_exchange/

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
E MADRID03	Health insurance is obliged. EU-inhabitants: European Health Insurance Card (= blue card) Non-EU: a copy of your application for health insurance in Spain Traineeships: A civil liability insurance is mandatory	http://europa.eu/youreurope/citizens/health/index_en.htm
SI LJUBLJA01	INCOMING University of Ljubljana Tel. +386 1 2418 592 intern.office@uni-lj.si OUTGOING University of Ljubljana	https://www.uni-lj.si/international_cooperation_and_exchange/

	phone: +386 1 2418 594 student.office@uni-lj.si	
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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
E MADRID03		https://www.ucm.es/english/housing-agencies
SI LJUBLJA01	INCOMING University of Ljubljana Tel. +386 1 2418 592 intern.office@uni-lj.si	https://www.uni-lj.si/international_cooperation_and_exchange/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature⁶
E MADRID03	Prof Dámaso López Vicerrector de RRII	24/5/2022	
SI LJUBLJA01	Assoc. Prof. BREDA JAKOVAC STRAJN, DVM, Ph.D. Dean of Veterinary Faculty University of Ljubljana		

⁶ Scanned signatures are accepted