



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.

¹ 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
Start of validity	2021/2022
End of validity	2028/2029

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
University of Ljubljana, Veterinary Faculty	SI LJUBLJA01	Office for Scientific Research and International Affairs, VFinternational@vf.uni-lj.si , +386 1 4779 332	General: https://www.vf.uni-lj.si/en International activity – foreign students: https://www.vf.uni-lj.si/en/node/158
Veterinärmedizinische Universität Wien University of Veterinary Medicine, Vienna International Relations Office (IRO) Veterinaerplatz 1 1210 VIENNA, AUSTRIA	A WIEN04	Dr. phil. Ursula Maria Schober, Chief International Officer, ERASMUS Institutional coordinator; bilateral agreement administrator, Incoming exchange student and staff adviser, ursula.schober@vetmeduni.ac.at , Phone: +43 1 25077 1107, Fax: +43 1 25077 1197	www.vetmeduni.ac.at/en/international general course catalogue: https://online.vu-wien.ac.at/VUWonline/webnav.ini

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

B. Mobility numbers³ per 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 st , 2 nd or 3 rd] (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]
SI LJUBLJA 01	A WIEN04	0841	Veterina ry	1 st + 2 nd	2	10	2	4
SI LJUBLJA 01	A WIEN04	0841	Veterina ry	3 rd	/	/	1	3
A WIEN04	SI LJUBLJA 01	0841	Veterina ry	1 st + 2 nd	2	10	2	4
A WIEN04	SI LJUBLJA 01	0841	Veterina ry	3 rd	/	/	1	3

☐ Short-term blended mobility option for students

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.

³ 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>)

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]
SI LJUBLJA 01	A WIEN04	0841	Veterinary	1	90	1	5
A WIEN04	SI LJUBLJA 01	0841	Veterinary	1	90	1	5

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SI LJUBLJA01	0841 - Veterinary	Slovene	English	B2 (English)	B2 (English)
A WIEN04	0841 - Veterinary	German	English	B2 (German)	B2 (German/English)

⁴ 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]
SI LJUBLJA01	April 30 th	April 30 th
A WIEN04	June 1 st (course work) May 1 st (placement)	November 1 st (course work) October 1 st (placement)

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
SI LJUBLJA01	May 15 th	May 15 th
A WIEN04	June 1 st (course work) May 1 st (placement)	November 1 st (course work) October 1 st (placement)

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
SI LJUBLJA01	VFinternational@vf.uni-lj.si	https://www.vf.uni-lj.si/en/node/158
A WIEN04	international@vetmeduni.ac.at	www.vetmeduni.ac.at/international

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
SI LJUBLJA01	Students must be at least in their 3 rd year of study at the time of their mobility	1. Certificate of student's achieved grade average at their home institution (accompanied by an	https://www.vf.uni-lj.si/en/node/158

	1. Grade average 2. Motivation letter 3. Certificate of Slovene or English language proficiency (at least B2)	explanation of the grading system)	
A WIEN04	Students must restrict themselves to courses only within given semesters/ years of study Application for SMT via Mobility Online	For SMS very good German language skills are prerequisite For SMT very good German language skills are highly recommended for placements at the animal hospital	

The receiving institution will send its decision within 4 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
SI LJUBLJA01	Special needs		VFinternational@vf.uni-lj.si	https://www.uni-lj.si/study/information/citizens-special-needs/
A WIEN04	Special needs		international@vetmeduni.ac.at	www.vetmeduni.ac.at/erasmus Website in preparation (2021)

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
SI LJUBLJA01	intern.office@uni-lj.si	https://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/accommodation/
A WIEN04	e-mail: international@vetmeduni.ac.at , phone: +43 1 25077 1107, fax: +43 1 25077 1197	http://www.vetmeduni.ac.at/en/international www.vetheim.at http://www.stuwo.at/en/dormitories/vienna/dormitory-vienna-dueckegasse/ https://www.oejab.at/en/students/dormitories/donaufeld https://housing.oead.at/en/

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
SI LJUBLJA01	intern.office@uni-lj.si	https://www.uni-lj.si/study/information/temporary-residence-permit-in-the-republic-of-slovenia
A WIEN04	e-mail: international@vetmeduni.ac.at ,	https://oead.at/en/to-austria/entry-and-residence/

	phone: +43 1 25077 1107, fax: +43 1 25077 1197	
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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
SI LJUBLJA01	intern.office@uni-lj.si	https://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/medical_insurance_and_assistance/
A WIEN04	e-mail: international@vetmeduni.ac.at , phone: +43 1 25077 1107, fax: +43 1 25077 1197	https://www.gesundheitskasse.at/cdscontent/?contentid=10007.835942&portal=oegkwportal

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
SI LJUBLJA01	Academic calendar, grading system, arrival to Slovenia etc.	intern.office@uni-lj.si	https://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/
A WIEN04		international@vetmeduni.ac.at	Website under construction

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.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature⁵
SI LJUBLJA01	Breda Jakovac Strajn, dean		
A WIEN04	Dr.phil. Ursula Schober Erasmus+ Inst. Coordinator		

⁵ Scanned signatures are accepted