

# Erasmus+ Programme

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

### Inter-institutional agreement 2014-20[21] between programme countries

#### [Minimum requirements]

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)
UNIVERSITY OF LJUBLJANA VETERINARY FACULTY	SI LJUBLJA01	Faculty coordinator: <b>Doc. Dr. Jože Starič</b>  Contact person: <b>Ms. Vanja Kovač</b> <a href="mailto:VFinternational@vf.uni-lj.si">VFinternational@vf.uni-lj.si</a> Tel: 00 386 1 4779 381 Fax: 00 386 1 28 32 243	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/">http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/</a>  <a href="http://www.vf.uni-lj.si/vf/index.php/en/">http://www.vf.uni-lj.si/vf/index.php/en/</a>
Stiftung Tierärztliche Hochschule Hannover University of Veterinary Medicine Hannover, Foundation Germany	D HANNOVE03	Manfred Kietzmann Tierärztliche Hochschule Hannover - Bünteweg 17, D-30559 Hannover Germany Phone: +49 511 953 8730 Fax: +49 511 953 8581 Email: <a href="mailto:manfred.kietzmann@tiho-hannover.de">manfred.kietzmann@tiho-hannover.de</a>	<a href="http://www.tiho-hannover.de/">http://www.tiho-hannover.de/</a>

## B. Mobility numbers<sup>1</sup> per 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
SI LJUBLJA01	D HANNOVE0 3	12.4.	Veterinary medicine	1 <sup>st</sup> +2 <sup>nd</sup> or 3 <sup>rd</sup>	1 (10 months)	1 (2 months)
D HANNOVE 03	SI LJUBLJA01	12.4.	Veterinary medicine	1 <sup>st</sup> +2 <sup>nd</sup> or 3 <sup>rd</sup>	1 (10 months)	1 (2 months)

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	Staff Mobility for Training
SI LJUBLJA01	D HANNOVE03	12.4.	Veterinary medicine	5 days (1 person)	5 days (1 person)
D HANNOVE03	SI LJUBLJA01	12.4.	Veterinary medicine	5 days (1 person)	5 days (1 person)

<sup>1</sup> 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>)

### 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>2</sup>	
		(Students)	(Teachers)	Student Mobility for Studies	Staff Mobility for Teaching
SI LJUBLJA01	Veterinary	Slovene	English	B2	B2
D HANNOVE03	Veterinary	German	English	B1	B1

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

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SI LJUBLJA01	May 15	November 15
D HANNOVE03	June 30	November 30

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

University of Pisa:

- The receiving institution will send its decision within 6 weeks .
- 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

*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"*

<sup>2</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>

## F. Information

### 1. Grading systems of the institutions

University of Ljubljana SI LJUBLJA01:

[http://www.uni-lj.si/international\\_cooperation\\_and\\_exchange/incoming\\_students/](http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/)

University of Veterinary Medicine Hannover, Foundation: Student performances are graded individually and not on a statistical basis. Further information: [www.tiho-hannover.de](http://www.tiho-hannover.de)

### 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
SI LJUBLJA01	<i>Incoming:</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> Tel: 00 3861 2418592 <i>Outgoing</i> <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a> Tel: 00 386 1 2418594	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/">http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/</a>
D HANNOVE03	<a href="mailto:maritta.ledwoch@tiho-hannover.de">maritta.ledwoch@tiho-hannover.de</a>	<a href="http://www.tiho-hannover.de">www.tiho-hannover.de</a>

### 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
SI LJUBLJA01	<i>incoming</i> <a href="mailto:intern.office@uni-lj.si">intern.office@uni-lj.si</a> , Tel: 00 3861 2418592 <i>outgoing</i> <a href="mailto:student.office@uni-lj.si">student.office@uni-lj.si</a> , Tel: 00 386 1 2418594	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/">http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/</a>
D HANNOVE03	<a href="mailto:maritta.ledwoch@tiho-hannover.de">maritta.ledwoch@tiho-hannover.de</a>	<a href="http://www.tiho-hannover.de">www.tiho-hannover.de</a>


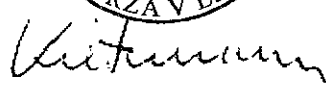
### 4. Housing

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 LJUBLJA01	Intern.Office@uni-lj.si Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/">http://www.uni-lj.si/international cooperation and exchange/incoming students/</a>
D HANNOVE03	maritta.ledwoch@tiho-hannover.de	www.tiho-hannover.de

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
SI LJUBLJA01	Dean of the Faculty by the Authorisation of the Rector Prof. Dr. Andrej Kirbiš	28.1.2014	
D HANNOVE03	Prof. Dr. Manfred Kietzmann Erasmus Coordinator	23.01.2014	

<sup>3</sup> Scanned signatures are accepted