



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

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)
Philosophisch-Theologische Hochschule Sankt Georgen Offenbacher Landstr. 224 60599 Frankfurt am Main Germany	D FRANKFU 06	Petra Muth E-Mail: muth@sankt-georgen.de Phone: ++49/69-6061-254 Fax: ++49/69-6061-307	www.sankt-georgen.de
University of Split Livanjska 5 HR- 21000 Split	HR SPLIT01	Institutional Coordinator: Ana Ćosić International Relations Office e-mail: acosic@unist.hr Tel: +385 21 440 343 Fax: +385 21 440 344	www.unist.hr

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

Faculty of Catholic Theology		Departmental coordinator: Ante Akrap, PhD Tel: +385 21 422 452 e-mail: ante.akrap@st.t-com.hr	www.kbf-st.hr
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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 *
D FRANKFU 06	HR SPLIT01		Theology/ Philo-sophy		2 students á 10 months	
HR SPLIT01	D FRANKFU 06		Theology/ Philo-sophy		2 students á 10 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 *

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>)

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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]
D FRANKFU 06		German		B2 recommended	
HR SPLIT01		Croatian	English	English B2 Croatian A1-A2, if applicable	English 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

HR SPLIT01:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: erasmus@unist.hr

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D FRANKFU 06	July 15 th	January 15 th
HR SPLIT01	1 June	1 November

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

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>

2. The receiving institution will send its decision within 3-5 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 3 weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
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

Philosophisch-Theologische Hochschule Sankt Georgen

The institution uses the ordinary German grading scheme, which comprises five levels (with numerical equivalents; intermediate grades may be given): „Sehr Gut“ (1) = Very Good; „Gut“ (2) = Good; „Befriedigend“ (3) = Satisfactory; „Ausreichend“ (4) = Sufficient; „Nicht ausreichend“ (5) = Non Sufficient/Fail. The minimum passing grade is „Ausreichend“ (4).

HR SPLIT01:

<http://www.unist.hr/InternationalRelations/ImportantDocuments/tabid/413/Default.aspx>

Traditional Grading system is as follows:

- 1 – fail
- 2 – pass, sufficient
- 3 – good
- 4 – very good
- 5 – excellent

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
D FRANKFU 06	see above under A.	
HR SPLIT01	incoming@unist.hr +385 21 440 343	http://www.unist.hr/InternationalRelations/ERASMUS/IncomingStudents/tabid/1273/Default.aspx

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
D FRANKFU 06	see above under A.	
HR SPLIT01	incoming@unist.hr +385 21 440 343	http://www.unist.hr/InternationalRelations/ERASMUS/IncomingStudents/tabid/1273/Default.aspx

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
D FRANKFU U 06	see above under A.	

HR SPLITO 1	incoming@unist.hr +385 21 440 343	http://www.unist.hr/InternationalRelations/ERASMUS/IncomingStudents/tabid/1273/Default.aspx
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
D FRANKFU 06	Prof. Dr. Heinrich Watzka SJ Rektor der Hochschule	11.12.2013	Heinrich Watzka 
HR SPLITO1	Prof. Dr. Roko Andričević Vice rector for International Relations	9/12/2013	 

⁴ Scanned signatures are accepted