



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2018-20[21]<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Institute of Social Sciences and Humanities Skopje  Department of Postgraduate Studies in Gender, Culture and Policy Studies.	MK /FYROM  SKOPJE14	Director of ISSHS Katerina Kolozova <a href="mailto:Katerina.kolozova@isshs.edu.mk">Katerina.kolozova@isshs.edu.mk</a>  Erasmus coordinator of ISSHS: Viktorija Borovska <a href="mailto:viktorija.borovska@isshs.edu.mk">viktorija.borovska@isshs.edu.mk</a>  General contact info of ISSHS <a href="mailto:info@isshs.edu.mk">info@isshs.edu.mk</a>  +389 (2) 3113 059  Address: "20 Oktomvri" no. 8/2, 1000 Skopje, Macedonia	<a href="http://www.isshs.edu.mk">www.isshs.edu.mk</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.



 <p>HELLENIC REPUBLIC</p> <p>UNIVERSITY OF MACEDONIA</p> <p><b>University of Macedonia</b></p> <p><b>School of Economic &amp; Regional Studies</b></p> <p><b>Department of Balkan, Slavic &amp; Oriental Studies</b></p>	<p><b>G THESSAL02</b></p>	<p><b>Institutional Erasmus Coordinator:</b> Vice Rector Prof. Dimitrios Kyrkilis Rectorate Tel.: 0030 2310891241 Fax: 0030 2310844536 E-mail: kyrkilis@uom.gr</p> <p><b>Academic Coordinator:</b> Stavroula Mavrogeni, Assistant Professor Tel.: 0030 2310 891450 E-mail: smavroge@yahoo.gr</p> <p><b>Administrative Coordinator:</b> Anna Moumtzoglou Tel.: 0030 2310891778 E-mail: anna@uom.edu.gr 156 Egnatia str., 546 36, Thessaloniki, Greece Fax: 0030 2310 891377</p>	<p><a href="http://compus.uom.gr/erasmus/?q=en">http://compus.uom.gr/erasmus/?q=en</a></p> <p>Courses offered in English:</p> <p><a href="http://compus.uom.gr/erasmus/?q=en/course_list">http://compus.uom.gr/erasmus/?q=en/course_list</a></p> <p><a href="http://mabsos.uom.gr/courses">http://mabsos.uom.gr/courses</a></p>
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## B. Mobility numbers<sup>5</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
MK/FYROM SKOPJE14	G THESSAL02	022 03	Humanities Social Sciences	2 <sup>nd</sup>	2 students/3 months each	N/A
G THESSAL02	MK/FYROM SKOPJE14	022 03	Humanities Social Sciences	2 <sup>nd</sup>	2 students/3 months each	N/A

<sup>5</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>)



*\*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 *
MK/FYROM SKOPJE14	G THESSAL02	022 03	Humanities Social Sciences	1 person / 5 days	
G THESSAL02	MK/FYROM SKOPJE14	022 03	Humanities Social Sciences	1 person / 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
MK /FYROM SKOPJE14				English B2-C1	English C1-C2
G THESSAL02				B2 (English/Greek)	B2 (English / Greek)

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

<sup>6</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>



## D. Additional requirements

**The Institute of Social Sciences and Humanities-Skopje:** as ISSHS is a non-profit scientific research institution specializing in the fields of social sciences and humanities, in accordance to the right stipulated by the Ministry of Education of Science of FYROM ( part of the Register of scientific institutions of the Ministry of Education and Science, **decision number 30**). In addition, ISSHS is offering accredited post-graduate (MA) study programs in social and political studies both at local and international levels as well as in the field of cultural and gender studies.

Criteria for admission for student mobility are: student's motivation and academic justification to enter a mobility program explained in motivation letter; b) proof of sufficient knowledge of English (minimum B2 level).

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
MK/FYROM SKOPJE 14	<b>N/A</b>	<b>October-February</b> Receiving applications: August 15
G THESSAL02	Nomination: June 1st Application: June 20 <sup>th</sup>	Nomination: November 1st Application: November: 20 <sup>th</sup>

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

2. The receiving institution will send its decision within [x] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup>. 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.]

#### MK/FYROM SKOPJE14

ECTS	ISSHS Grading system
A = Excellent	10: Outstanding
B = Very good	9: Excellent
C = Good	8: Good
D = Satisfactory	7: Fair
E = Sufficient	6: Minimum Pass
F = Fail	5: Fail
_ = No Results	-

G THESSAL02: (<http://compus.uom.gr/erasmus/?q=en/node/92>)

ECTS Grading Scale	Grades in UOM	Definition
A	10 - 8.5	Excellent
B	8.49 - 6.5	Very Good
C	6.49 - 5	Good
D	-	Satisfactory
E	-	Sufficient
FX	4.99 - 1	Fail
F	4.99 - 1	Fail

<sup>7</sup> [http://ec.europa.eu/education/tools/docs/ects-guide\\_en.pdf](http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf)



## **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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
MK/FYROM SKOPJE14	<a href="mailto:info@isshs.edu.mk">info@isshs.edu.mk</a>	<a href="http://www.isshs.edu.mk/graduate-study-programs/">http://www.isshs.edu.mk/graduate-study-programs/</a>
<b>G THESSAL02</b>	<b>University of Macedonia, Central Erasmus Office</b> Contact Person: Iliana Varesi, Administrative Staff Email: <a href="mailto:lily@uom.gr">lily@uom.gr</a> , Tel.: +30 2310891223	<a href="http://compus.uom.gr/erasmus/?q=en">http://compus.uom.gr/erasmus/?q=en</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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
MK/FYROM SKOPJE14	<a href="mailto:info@isshs.edu.mk">info@isshs.edu.mk</a>	<a href="http://www.isshs.edu.mk/graduate-study-programs/">http://www.isshs.edu.mk/graduate-study-programs/</a>
<b>G THESSAL02</b>	<b>University of Macedonia, Central Erasmus Office</b> Contact Person: Iliana Varesi, Administrative Staff Email: <a href="mailto:lily@uom.gr">lily@uom.gr</a> , Tel.: +30 2310891223	<a href="http://compus.uom.gr/erasmus/?q=en">http://compus.uom.gr/erasmus/?q=en</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 inf. sources

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
MK/FYROM SKOPJE14	<a href="mailto:info@isshs.edu.mk">info@isshs.edu.mk</a>	<a href="http://www.isshs.edu.mk/graduate-study-programs/">http://www.isshs.edu.mk/graduate-study-programs/</a>
<b>G THESSAL02</b>	<b>University of Macedonia, Central Erasmus Office</b> Contact Person: Iliana Varesi, Administrative Staff Email: <a href="mailto:lily@uom.gr">lily@uom.gr</a> , Tel.: +30 2310891223	<a href="http://compus.uom.gr/erasmus/?q=en">http://compus.uom.gr/erasmus/?q=en</a>

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

<b>Institution</b> [Erasmus code]	<b>Name, function</b>	<b>Date</b>	<b>Signature<sup>8</sup></b>
MK/FYROM SKOPJE14	Dr. Katerina Kolozova, Director and Full Professor		
G THESSAL02	University of Macedonia, Vice Rector Prof. Dimitrios Kyrkilis	27/9/2018	



<sup>8</sup> Scanned signatures are accepted