

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

**Inter-institutional<sup>1</sup> agreement 2019-2021**  
**between institutions from**  
**Programme and Partner Countries<sup>2</sup>**

**[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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

**A. Information about higher education institutions**

Full name of the institution / country	Erasmus code or city <sup>4</sup>	Contact details <sup>5</sup> (email, phone)	Website (eg. of the course catalogue)
University of Rijeka	HR RIJEKA01	Erasmus Mobility Office University of Rijeka Trg braće Mažuranića 10, 51000 Rijeka <a href="mailto:international@uniri.hr">international@uniri.hr</a> ; <a href="http://www.uniri.hr">www.uniri.hr</a>  <b>FACULTY OF HUMANITIES AND</b>	<a href="http://www.uniri.hr/index.php?option=com_content&amp;view=category&amp;layout=blog&amp;id=173&amp;Itemid=213&amp;lang=en">http://www.uniri.hr/index.php?option=com_content&amp;view=category&amp;layout=blog&amp;id=173&amp;Itemid=213&amp;lang=en</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

<sup>2</sup> Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

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

<sup>4</sup> Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

<sup>5</sup> Contact details to reach the senior officer in charge of this agreement.

		<p><b>SOCIAL SCIENCES IN RIJEKA</b></p> <p>Sveučilišna avenija 4, HR-51000 Rijeka, Croatia</p> <p>email: <a href="mailto:dekanat@ffri.hr">dekanat@ffri.hr</a> tel: 00385-51-265-602 fax: 00385-51-216-099</p> <p><b>Faculty coordinator:</b> Assistant Professor, Irena Vodopija- Krstanović, Ph.D., Vice Dean for Academic Affairs</p> <p>email: <a href="mailto:ivodopija@ffri.hr">ivodopija@ffri.hr</a> tel: 00385-51-265-630</p> <p><b>Department of Croatian Language and Literature</b></p> <p>Head of the Department: Sanja Zubčić, PhD email: <a href="mailto:szubcic@ffri.hr">szubcic@ffri.hr</a> tel: +385 51 265 680</p>	<p><a href="http://www.ffri.uniri.hr/en/">http://www.ffri.uniri.hr/en/</a></p> <p>Course catalogue: <a href="http://uzp.ffri.uniri.hr/en/mobility/erasmus-student-mobility/course-catalogue.html">http://uzp.ffri.uniri.hr/en/mobility/erasmus-student-mobility/course-catalogue.html</a></p>
University of Delhi, INDIA	Delhi	<p><b>Institutional Coordinator:</b> Professor H.P. Singh Dean, International Relations (Science and Technology) <a href="mailto:hpsingh@physics.du.ac.in">hpsingh@physics.du.ac.in</a> Tel.: +91 11 27667771</p> <p><b>Faculty Coordinator:</b></p> <p><b>Department of Slavonic and Finno- Ugrian Studies</b></p> <p>Head of the Department: Professor Neelakshi Suryanarayan</p> <p>Email: <a href="mailto:s.neelakshi@gmail.com">s.neelakshi@gmail.com</a></p>	<p><a href="http://www.du.ac.in/du/index.php?page=revised-syllabi-2">http://www.du.ac.in/du/index.php?page=revised-syllabi-2</a></p> <p><a href="http://sfus.du.ac.in/">http://sfus.du.ac.in/</a></p>

## B. Mobility numbers<sup>6</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 or city of the sending institution]	TO [Erasmus code or city 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 *
					[total number of months of the study periods or average duration*]	
HR RIJEKA01	University of Delhi, INDIA	023	Languages	1st, 2nd	N/A	N/A
University of Delhi, INDIA	HR RIJEKA01	023	Languages	1st, 2nd	5 students/600 days total	N/A

[\*Optional: subject area code & name and study cycle are optional.]

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 *
				[total number of days of teaching periods or average duration *]	
HR RIJEKA01	University of Delhi, INDIA	023	Languages	1/16 days	N/A
University of Delhi, INDIA	HR RIJEKA01	023	Languages	1/16 days	N/A

<sup>6</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 or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>7</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR RIJEKA01		Croatian	English	B1	B2
University of Delhi, INDIA		English	Hindi	English Language Proficiency Certificate or TOEFL score (Minimum 70) or IELTS Score (Minimum 6)	

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

### D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: [https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter\\_en](https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en)

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless,

<sup>7</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>

they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

#### **Before mobility**

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

#### **During and after mobility**

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

## E. Additional requirements

*[To be completed if necessary. Other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; any split of organisational support funds among the partners; measures for preparing, receiving and integrating mobile students and/or staff including cultural preparation before mobility; the recognition tools used]*

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

### HR RIJEKA01

COURSE STATUSES OFFERED TO ERASMUS+ INCOMING STUDENTS: CLOSED (C) - Course is intended only for students of a specific field of study (e.g. Psychology students; Art History students; German Language students etc.). OPEN (O) - Course has no prerequisites and is open to all students, regardless of their field of study/major.

International students can take both undergraduate and graduate courses, regardless of their level of study. FHSS has no restrictions on enrolment in courses and undergraduate students may take courses in the graduate programmes and vice versa.

Certain courses will be offered only if a sufficient number of students register for the course. This information is available at the beginning of the semester.

The Department of Croatian Language and Literature (Rijeka School of Croatian Studies) offers a free Intensive Croatian language course (Inojezični hrvatski). The course is worth 4 ECTS credits (with a 60 hours student workload) and is intended for international students. Classes are adapted to different levels of knowledge of the Croatian language.

Certain courses held in English (or other foreign language) may be offered to international students in the form of individual tutorials/consultations. Students work one-on-one with the course instructors.

Students are allowed to take courses in other study fields without credit limit. An extensive list of courses available for incoming Erasmus+ students is available at <http://uzp.ffri.uniri.hr/en/mobility/erasmus-student-mobility/course-catalogue.html>. Please note that certain courses are subject to changes or may be inactive during the current academic year – please consult FHSS on their availability.

Selection process: the partner university is kindly requested to ensure that language proficiency of the outgoing student(s) is a minimum B2. Some FHSS Departments may require higher levels of language competencies due to the complexity of courses or study levels.

For incoming STA/STT mobility a nomination letter along with Teaching/Training plan is required to be sent for evaluation.

## University of Delhi, INDIA

All incoming students must be nominated by their home institution before the deadline. All documents of incoming students and staff have to be sent to the International Relations Office.

## F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
HR RIJEKA01	10 <sup>th</sup> June	10 <sup>th</sup> November
University of Delhi, INDIA	31 <sup>st</sup> March	30 <sup>th</sup> September

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

2. The receiving institution will send its decision within 4 weeks.
3. 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.
4. Termination of the agreement

In the event of unilateral 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.

## G. 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>8</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.]*

<sup>8</sup> [http://ec.europa.eu/education/tools/docs/ects-guide\\_en.pdf](http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf)

## HR RIJEKA01

[http://www.uniri.hr/index.php?option=com\\_content&view=category&layout=blog&id=173&Itemid=213&lang=en](http://www.uniri.hr/index.php?option=com_content&view=category&layout=blog&id=173&Itemid=213&lang=en)

The following scale is used for all types of evaluations/examinations:

The Croatian grading system consists of five grades with numerical equivalents:

Excellent (Izvrstan): 5 (highest grade)

Very good (Vrlo dobar): 4

Good (Dobar): 3

Sufficient (Dovoljan): 2 (minimum pass grade)

Fail (Nedovoljan): 1 (requires student to retake the exam/resubmit work)

In addition to the grades, higher education institutions in Croatia award ECTS credits (European Credit Transfer System) as a part of the Bologna System. Although there is no national regulation on this issue, it is common for 1 ECTS credit to be equivalent to approx. 30 student working hours. Credits are awarded when a course has been completed and all required examinations have been successfully taken. 60 ECTS credits represent the workload of one year of study and 30 ECTS credits represent workload of one semester.

## University of Delhi, INDIA

The evaluation is based on the Internal Assessment and semester end examinations. The evaluation is in the form of marks obtained out of the maximum marks of the written paper.

University of Delhi		
Percentage	Grade	Predicate
90% and above	A+	Outstanding
80% - 90%	A	Excellent
75% and above		Distinction
70% - 80%	B+	Very Good
60% and above		First Division
60% - 70%	B	Good
50% - 60%	C	Satisfactory
40% - 50%	D	Sufficient
Below 40%	F	Fail

### 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 or city]	Contact details (email, phone)	Website for information
HR RIJEKA01	<a href="mailto:international@uniri.hr">international@uniri.hr</a> <a href="mailto:vize@mvep.hr">vize@mvep.hr</a>	<a href="http://www.uniri.hr">www.uniri.hr</a> <a href="http://www.mvep.hr/en/">www.mvep.hr/en/</a>
University of Delhi, INDIA	International Relations Office <a href="mailto:dean_ir@du.ac.in">dean_ir@du.ac.in</a> Tel: +91 11 2766 7771	<a href="http://fsr.du.ac.in/pdf/22-02-2019-Guidelines_FSR.pdf">http://fsr.du.ac.in/pdf/22-02-2019-Guidelines_FSR.pdf</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:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
HR RIJEKA01	<a href="mailto:international@uniri.hr">international@uniri.hr</a> <a href="mailto:hzzo@hzzo.hr">hzzo@hzzo.hr</a>	<a href="http://www.uniri.hr">www.uniri.hr</a> <a href="http://www.hzzo.hr">www.hzzo.hr</a>
University of Delhi, INDIA	International Relations Office <a href="mailto:dean_ir@du.ac.in">dean_ir@du.ac.in</a> Tel: +91 11 2766 7771	<a href="http://fsr.du.ac.in/pdf/22-02-2019-Guidelines_FSR.pdf">http://fsr.du.ac.in/pdf/22-02-2019-Guidelines_FSR.pdf</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 or city]	Contact details (email, phone)	Website for information
HR RIJEKA01	<a href="mailto:scri.uniri@scri.hr">scri.uniri@scri.hr</a> , <a href="mailto:scri.smjestaj@gmail.com">scri.smjestaj@gmail.com</a> <a href="mailto:esn.rijeka@gmail.com">esn.rijeka@gmail.com</a>	<a href="https://www.facebook.com/ErasmusRijeka/?fref=ts">https://www.facebook.com/ErasmusRijeka/?fref=ts</a>
University of Delhi, INDIA	International Relations Office <a href="mailto:dean_ir@du.ac.in">dean_ir@du.ac.in</a> Tel: +91 11 2766 7771	<a href="http://ir.du.ac.in/web/index.php?page=contact-us">http://ir.du.ac.in/web/index.php?page=contact-us</a>

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

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>9</sup>
HR RIJEKA01	Prof. Snježana Purić Samaržija, PhD., Rector	16.10.2019.	
University of Delhi, INDIA	Professor H.P. Singh Dean, International Relations	30.9.2019	 DEAN INTERNATIONAL RELATIONS (Sciences & Technology) University of Delhi DELHI-110007

<sup>9</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation