



ERASMUS+ PROGRAMME

Erasmus inter-institutional agreement for the academic year(s): 2015/16 –2020/21

Between (Name of the institution and department, where relevant)	Erasmus CODE	Karl-Franzens-Universität Graz (The University of Graz)
	A GRAZ01	
Contact details * (name, email, phone, website)	Institutional Coordinator: Diana Afrashteh; Office of International Relations – Universitätsplatz 3, 8010 Graz/Austria T: +43-316-380-1247 ; F: +43-316-380-9156; diana.afrashteh@uni-graz.at;	
	Contact for incoming students/nominations to: erasmus.incoming@uni-graz.at T: +48 316 380 1246	
And (Name of the institution and department, where relevant)	Erasmus CODE	University of Zagreb, Faculty of Political Science
	HR ZAGREB01	
Contact details * (name, email, phone, website)	Institutional Coordinator: Ida Ogulinac (Ms), mag. iur. International Relations Office, University of Zagreb Location: Ulica kralja Zvonimira 8 Postal address: Trg marsala Tita 14 HR-10000 Zagreb, Croatia T:+385-1-46-98-128; F: +385-1-46-98-132 Email: ida.ogulinac@unizg.hr, erasmus.coordinator@unizg.hr http://www.international.unizg.hr/	
	Contact for incoming students/nominations to: incoming@unizg.hr	
relevant web links: http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/degrees-and-studies/ Contact details of departmental/faculty coordinators are attached to this agreement		

*contact details to reach the senior officer in charge of this agreement

The institutions named above 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 (ECHE) 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. Both parties commit to carry out the agreement to the best of their abilities and respect the Erasmus+ guidelines.

Student Mobility for Studies

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of **October** in the preceding academic year.

Receiving Institution		Erasmus Subject area – ISCED code		Level	Student Mobility for Studies	
From	To	Subject area code	Subject area name	Undergraduate Bachelor (1 st cycle) Post-graduate Master (2 nd cycle) Doctoral (3 rd cycle)	Students	Months per student (=in total)
A GRAZ01	HR ZAGREB01	0312	Political Science/ SEE Studies	1 st , 2 nd , 3 rd	6	5 (=30)
HR ZAGREB 01	A GRAZ01	0312	Political Science/ SEE Studies	1 st , 2 nd , 3 rd	6	5 (=30)

Staff Mobility for Teaching or Training

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of **October** in the preceding academic year.

Receiving Institution		Erasmus Subject area – ISCED code		Staff Mobility for Teaching/Training			
From	To	Subject area code	Subject area name	Staff Mobility for teaching (STA)	Total nr. of days STA	Staff Mobility for training (STT)	Total nr. of days STT
A GRAZ01	HR ZAGREB01	0312	Political Science/ SEE Studies	1	5	n.a.	n.a.
HR ZAGREB01	A GRAZ01	0312	Political Science/ SEE Studies	1	5	n.a.	n.a.

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	Language of instruction 1	Language of instruction 2	Recommended level for student mobility (L2)	Recommended level for staff mobility
A GRAZ01	English	German	minimum B2 (CERF)	minimum B2 (CERF)
HR ZAGREB01	English	German	minimum B2 (CERF)	minimum B2 (CERF)

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

Deadlines

- Applications/information on nominated students must reach the receiving institution by (the deadlines indicated herewith are not final and different dates might apply and can be agreed upon):

Receiving institution	Autumn term	Spring term
A GRAZ01	Nomination: May 15th Application: June 1st	Nomination: October 15th Application: November 1st
HR ZAGREB01	10 May	10 November

- The receiving institution will send its decision within 5 weeks after the deadline.
- 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: the agreement can be modified or terminated unilaterally, as long as at least one academic year written notice is 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.

General Information

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange. Institutional Fact Sheets are exchanged between the partners on annual basis.

- Grading system of the institutions:**

Receiving institution	Link to Website resource
A GRAZ01	http://static.uni-graz.at/fileadmin/bib/downloads/studierende/incoming/ects/bibwww_ects_grades.pdf
HR ZAGREB01	http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/academic-information/the-ects-system-and-student-progress-assessment/

- 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:

Receiving institution	Contact details	Website for information
A GRAZ01	erasmus.incoming@uni-graz.at T: +48 316 380 1246	http://international.uni-graz.at/en/stud/incoming/nominiert/vorbereitung-aufenthalt/
HR ZAGREB01	incoming@unizg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/

- 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. Mobile incoming participants are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:

Receiving institution	Contact details	Website for information
A GRAZ01	erasmus.incoming@uni-graz.at T: +48 316 380 1246	http://international.uni-graz.at/en/stud/incoming/nominiert/vorbereitung-aufenthalt/
HR ZAGREB01	incoming@unizg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/

4. **Housing**

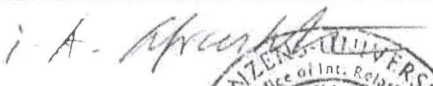



The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following persons and information sources:

Receiving institution	Contact details	Website for information
A GRAZ01	OeAD Housing Office Graz T: +43 316 950 200 9001 housing-graz@oead.at	http://www.housing.oead.at/graz_e/anmeldung.asp
HR ZAGREB01	vlado.levak@sczg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/student-counselling-and-support-services/housing/

5. **Support for participants with special needs**

Receiving institution	Link to Website resource or contact person
A GRAZ01	The arrangements need to be discussed well in advance (10 months prior to mobility) with the Office of International Relations. Further information at: http://integriert-studieren.uni-graz.at/
HR ZAGREB01	

Signatures of the legal representatives of both institutions:

Name and Erasmus code of Institution: Karl-Franzens-Universität Graz (The University of Graz) A GRAZ01		Name and Erasmus code of Institution: University of Zagreb, Faculty of Political Science HR ZAGREB 01	
Name and function of the official representative: Prof. Christa Neuper The Rector		Name and function of the official representative: Prof. Lidija Kos-Stanišić Dean	
Signature:		Signature:	
Date:	26/8/2015	Date:	26/8/2015
Stamp:		Stamp:	

Additional Information - Contact Details for (academic) Departmental/Faculty coordinators:

ISCED Code Subject area	(Academic) Departmental/Faculty coordinator A GRAZ01	(Academic) Departmental/Faculty coordinator HR ZAGREB01
0312 – Joint Master Degree Southeast European Studies	Prof. Florian Bieber Centre for Southeast European Studies University of Graz Universitätsstraße 15/K3, 8010 Graz Austria T: +43 316 380 6822 florian.bieber@uni-graz.at	Doc.dr.sc. Igor Kanižaj Vice dean for science and international cooperation exchange@fpzg.hr University of Zagreb Faculty of Political Science Lepusiceva 6, 10000 Zagreb +385 1 464 2000