



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

Inter-institutional agreement 2020-20[24]
between institutions from
Programme and Partner 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 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 | Contact details (email, phone) | Website (eg. of the course catalogue) |
|---|--|--|---|
| UBT – Higher Education Institution | Prishtina, Kosovo PIC: 949168960 OID No: E10076001 | International Office erasmus@ubt-uni.net Phone: +381 (0) 38 541 400 Prof. Dr. Edmond Hajrizi Founder and President ehajrizi@ubt-uni.net | www.ubt-uni.net IRO website: http://international.ubt-uni.net/ |
| Federal State Budgetary Educational Institution of Higher Education: “Linguistics University of Nizhny Novgorod” (LUNN) | NIZHNY NOVGOROD (LUNN) PIC: | <u>Deputy Head of the Division for International Affairs:</u> Alexander Khalimulin Email: khalimular@lunn.ru Phone: +7 831 416 61 12 Minina Str. 31-A, 603 005 Nizhny Novgorod; Russia | http://www.lunn.ru https://lunn.ru/page/international |
| [...] | | | |

B. Mobility numbers 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 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 * |
| Prishtina, Kosovo | Nizhny Novgorod (LUNN) | | Management, Business & Economics/ Political Sciences & International Relations/ Media and Communication | 1 st , 2 nd | 3x6 | x |
| Nizhny Novgorod (LUNN) | Prishtina, Kosovo | | Management, Business & Economics/ Political Sciences & International Relations/ Media and Communication | 1 st , 2 nd | 3x6 | x |

[*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 [total number of days of teaching periods or average duration*] | Staff Mobility for Training * |
| Prishtina, Kosovo | Nizhny Novgorod (LUNN) | | | 2x5 days | 2x5 days |
| Nizhny Novgorod (LUNN) | Prishtina, Kosovo | | | 2x5 days | 2x5 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 or city] | Optional: Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level ¹ | |
|---|------------------------|---------------------------|---------------------------|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| Prishtina, Kosovo | All areas | Albanian | English | English B1 | English B2 |
| Nizhny Novgorod (LUNN) | All areas | Russian | English | English B1 | English B2 |

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

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, 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.

¹ 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>

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.]

NIZHNY NOVGOROD (LUNN):

1. All incoming students are offered an accommodation in the University student dormitory.
2. ▪ International Mobility Coordinator is the contact person for incoming students before, during and after their mobility stay (visa and insurance issue, academic issue, student card, etc.).
3. ▪ Welcome and Orientation activities are provided to incoming students, incl. short-term courses of Russian language and cultural programs at both the paid and free basis, sightseeing, start up activities.
4. We make an effort to improve wheelchair accessibility in our facilities. LUNN has designed and launched adopted programs for students with visual and locomotor impairments <https://lunn.ru/page/adaptirovannye-obrazovatelnye-programmy-vysshego-obrazovaniya-dlya-invalidov-i-lic-s-ovz> We advise applicants with children or handicap to contact us in advance to ensure that we are able to meet their precise needs for accessibility, transport and housing.

UBT – Higher Education Institution

1. All incoming students shall have to complete on-line application form at <https://forms.gle/Z2eKAI3te2x8vtA6>
2. Every incoming student is entitled to courses of 30 ECTS per semester.
3. Every incoming student upon arrival receives access to his/her electronic platforms in 'Moodle' and 'SMIS'
4. Incoming persons with visual or moving disabilities are asked to contact the International students office at erasmus@ubt-uni.net and they will be provided assistance by the responsible staff member.

F. Calendar

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

| Receiving institution [Erasmus code or city] | Autumn term* [month] | Spring term* [month] |
|---|--|--|
| UBT – Higher Education Institution Prishtina, Kosova | May 30 th Classes Start and End Months: October – January | October 31 st Classes Start and End Months: February – June |
| Nizhny Novgorod (LUNN) | June 10 th | November 10 th |

| | | |
|--|--|--|
| | Classes Start and End Months: September – January | Classes Start and End Months: February – June |
|--|--|--|

G. Information

1. Grading systems of the institutions

NIZHNY NOVGOROD (LUNN):

ECTS-points for international students usually depend on the number of courses they take.

Grading: 5 – EXCELLENT, 4 – GOOD, 3 – PASS, 2 – FAIL

The grading scale used by UBT - Higher Education Institution

| Kosovo Official Grading System | European Community Course Credit Transfer System | ECTS definition |
|--------------------------------|--|---|
| 10 | A | Excellent: outstanding performance with only minor errors |
| 9 | B | Very Good: above the average standard but with some errors |
| 8 | C | Good: generally sound work with a number of notable errors |
| 7 | D | Satisfactory: fair, but with significant shortcomings |
| 6 | E | Sufficient: performance meets the minimum criteria |
| 5 | F | Fail: some more work required before the credit can be awarded |

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 |
|---|---|---|
| UBT – Higher Education Institution Prishtina, Kosova | International Office erasmus@ubt-uni.net | www.ubt-uni.net IRO website: http://international.ubt-uni.net/ |
| Nizhny Novgorod (LUNN) | <u>Deputy Head of the Division for International Affairs:</u> Alexander Khalimulin Email: khalimulinar@lunn.ru Phone: +7 831 416 61 12 | https://lunn.ru/page/exchange-students |

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 |
|---|---|---|
| UBT – Higher Education Institution Prishtina, Kosova | International Office erasmus@ubt-uni.net | www.ubt-uni.net IRO website: http://international.ubt-uni.net/ |
| Nizhny Novgorod (LUNN) | <u>Deputy Head of the Division for International Affairs:</u> Alexander Khalimulin Email: khalimulinar@lunn.ru Phone: +7 831 416 61 12 | http://www.lunn.ru/page/exchange-students --> Medical Insurance |



4. Housing

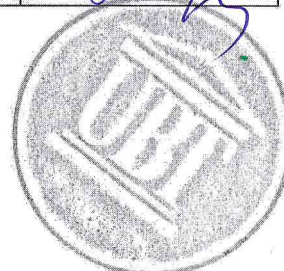
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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 |
|---|---|---|
| UBT – Higher Education Institution Prishtina, Kosova | International Office erasmus@ubt-uni.net | www.ubt-uni.net IRO website: http://international.ubt-uni.net/ |
| Nizhny Novgorod (LUNN) | Deputy Head of the Division for International Affairs: Alexander Khalimulin Email: khalimulinar@lunn.ru Phone: +7 831 416 61 12 | https://lunn.ru/page/accommodation |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code or name and city] | Name, function | Date | Signature ² |
|---|---|------------|---|
| UBT – Higher Education Institution Prishtina, Kosova | Prof. Dr. Edmond Hajrizi Founder and President | 04.12.2020 |  |
| Nizhny Novgorod (LUNN) | Prof. Dr. Zhanna V. Nikonova Rector | 28.12.20 |  |



² Scanned copies of signatures or digital signatures may be accepted depending on the national legislation