



Erasmus + Programme

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

Inter-institutional agreement 2014-17 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 (email, phone) | Website (eg. of the course catalogue) |
|---|--------------|---|---|
| Sveučilište u Zagrebu University of Zagreb Građevinski fakultet Faculty of Civil Engineering | HR ZAGREB01 | Institutional coordinator: Tajana Nikolić (Ms), erasmus.coordinator@unizg.hr, Tel: +385-1-46-98-165 Faculty coordinator: Professor Ivana Banjad Pečur banjadi@grad.hr, +385-1-4639162 | http://international.unizg.hr/international_students/exchange_students |
| Technische Universität Wien Vienna University of Technology | A WIEN02 | Institutional Coordinator: Mr. Andreas Zemann, International Office, andreas.zemann@tuwien.ac.at , +43 1 58801-41552 Departmental Coordinator: Mr. Univ.-Prof. Dr. A. Kolbitsch, dean of academic affairs, bauwesen@tuwien.ac.at , T. + 43 1 588 01-200 11 | www.tuwien.ac.at/international ! |

B. Mobility numbers¹ per 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, 1st, 2nd or 3rd] * | Number of student mobility periods | |
|---|---|-----------------------------------|--------------------------------|--|--|--|
| | | | | | Student Mobility for Studies [number of students/total number of months of the study periods *] | Student Mobility for Traineeships * |
| HR ZAGREB01 | A WIEN02 | 582 | Building and Civil Engineering | 1st, 2nd, 3rd | 2/10 | no |
| | | | | | | |
| A WIEN02 | HR ZAGREB01 | 582 | Building and Civil Engineering | 1 st , 2 nd , 3rd | 2/10 | no |
| | | | | | | |

[*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 * |
| HR ZAGREB01 | A WIEN02 | 582 | Civil Engineering | 5 | |
| | | | | | |
| A WIEN02 | HR ZAGREB01 | 582 | Civil Engineering | 5 | |
| | | | | | |

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:

¹ 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>)

| Receiving institution [Erasmus code] | Optional: Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level ² | |
|---|---------------------------|---------------------------------|---|--|---|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| HR ZAGREB01 | | Croatian | English (lectures are held in Croatian, consultations in English are provided for foreign students) | B2 English or Croatian | B2 English |
| A WIEN02 | | German | English | B2 German | B2 English |

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 ZAGREB01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@unizg.hr

A WIEN02: Students with disabilities could be accepted after the consultation with International Office. There are non-barrier rooms available in some dorms.

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|-------------------------|-------------------------|
| HR ZAGREB01 | 10 May | 10 November |
| A WIEN02 | 31 May | 15 December |

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

HR ZAGREB01:

2. The receiving institution will send its decision within 8 weeks.

² 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>

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.

A WIEN02:

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 4 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

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 2014 will only take effect as of 1 September 2017+1. 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

HR ZAGREB 01: http://international.unizg.hr/international_students/exchange_students/academic_information

TU Wien

| Austrian grade | ECTS grade | Translation |
|--------------------|------------|---|
| sehr gut (1) | A | very good – outstanding performance |
| gut (2) | B | good – generally sound work with some minor errors |
| befriedigend (3) | C | satisfactory – fair but with significant shortcomings |
| genügend (4) | D/E | sufficient – performance meets the minimum criteria |
| nicht genügend (5) | F/FX | 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] | Contact details (email, phone) | Website for information |
|-------------------------------|--|---|
| HR ZAGREB 01 | incoming@unizg.hr, 00385 (0)1 4698105 | http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb |
| A WIEN02 | exchangeIn@tuwien. ac.at | |

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 |
|----------------------------|--|---|
| HR ZAGREB01 | incoming@unizg.hr , 00385 (0)1 4698105 | http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb |
| A WIEN02 | exchangeIn@tuwien.ac.at | |

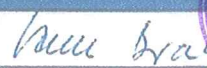

4. Housing

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 |
|----------------------------|--|---|
| HR ZAGREB01 | vlado.levak@sczg.hr | http://international.unizg.hr/international_students/exchange_students/student_services/housing |
| A WIEN02 | exchangeIn@tuwien.ac.at | |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ³ |
|----------------------------|---|------------|---|
| HR ZAGREB01 | Professor Vesna Dragčević, Dean | 28/11/2013 |  |
| A WIEN02 | Departmental Coordinator: Mr. Univ.-Prof. Dr. A. Kolbitsch, dean of academic affairs, bauwesen@tuwien.ac.at | 29/11/2013 |  |



³ Scanned signatures are accepted