



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2019-2021 between programme countries

#### [Minimum requirements]<sup>2</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>3</sup> (email, phone)	Website (eg. of the course catalogue)
University of Zagreb Faculty of Civil Engineering Sveučilište u Zagrebu Građevinski fakultet	HR ZAGREB01	Institutional coordinator: Ida Ogulinac (Ms) <a href="mailto:erasmus.coordinator@unizg.hr">erasmus.coordinator@unizg.hr</a> Tel: +385 1 4698 128 Faculty coordinator: Assistant Professor Dražen Vouk E-mail: <a href="mailto:dvouk@grad.hr">dvouk@grad.hr</a> +385 1 4639 213	<a href="http://international.unizg.hr/international_students/exchange_students">http://international.unizg.hr/international_students/exchange_students</a>

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

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Vilnius Gediminas Technical University	LT VILNIUS02	<b>Erasmus+ Institutional coordinator:</b> Ms Erika Danienė Sauletekio al. 11, Vilnius, LT-10223, Lithuania <a href="mailto:erasmus@vgtu.lt">erasmus@vgtu.lt</a> +370 5 237 0556 <b>Erasmus+ faculty coordinator:</b> Faculty of Civil Engineering coordinator: Jonas Šaparauskas <a href="mailto:jonas.saparauskas@vgtu.lt">jonas.saparauskas@vgtu.lt</a> +370 5 274 5245	<a href="http://www.vgtu.lt/en">http://www.vgtu.lt/en</a>
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## B. Mobility numbers<sup>4</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 *
HR ZAGREB01	LT VILNIUS02	0732	Building and Civil Engineering	1st , 2nd or 3rd	5 students x 5 months	-
LT VILNIUS02	HR ZAGREB01	0732	Building and Civil Engineering	1st , 2nd or 3rd	5 students x 5 months	-

[\*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

<sup>4</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>)

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 *
HR ZAGREB01	LT VILNIUS02	0732	Building and Civil Engineering	2 persons x 5 days	1 person
LT VILNIUS02	HR ZAGREB01	0732	Building and Civil Engineering	2 persons x 5 days	1 person

### 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>5</sup>	
				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	B2	B2

<sup>5</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>

			students). For information regarding ERASMUS subjects (consultations in English) please refer to: <a href="https://www.grad.unizg.hr/en/international/international_students/erasmus">https://www.grad.unizg.hr/en/international/international_students/erasmus</a>		
LT VILNIUS02		English	Lithuanian	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. 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; 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.]*

#### **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](mailto:incoming@unizg.hr)**

#### **Vilnius Gediminas Technical University**

##### **Admission procedures:**

**<http://www.vgtu.lt/for-international-students/for-exchange-students/erasmus-studies/53962>**

**Orientation program: before the beginning of each semester (last week of August and last week of January)**

**Lithuanian Language courses are offered every semester, free of charge and grants 3 ECTS credits after successful completion of the course**

##### **Accommodation and student life:**

**<http://www.vgtu.lt/for-international-students/-accommodation-/9617>**

**VGTU Exchange Student Network (ESN): information at**  
**[http:// <http://vgtu.esnlithuania.org/esn-vgtu>](http://vgtu.esnlithuania.org/esn-vgtu)**

**Support for students with Disabilities: VGTU encourages students with disability and supports their special requirement when needed.**

## **E. Calendar**

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

<b>Receiving institution</b> [Erasmus code]	<b>Autumn term*</b> [month]	<b>Spring term*</b> [month]
HR ZAGREB01	10 <sup>th</sup> May	10 <sup>th</sup> November
LT VILNIUS02	Nomination: April 30 <sup>th</sup> Application: May 15 <sup>th</sup>	Nomination: November 15 <sup>th</sup> Application: November 30 <sup>th</sup>

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

### **HR ZAGREB01**

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

### **LT VILNIUS02**

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>6</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.]*

### **HR ZAGREB 01:**

**[http://international.unizg.hr/international\\_students/exchange\\_students/academic\\_information](http://international.unizg.hr/international_students/exchange_students/academic_information)**

**Vilnius Gediminas Technical University uses the following grading system:**

<b>Grade</b>	<b>ECTS grade</b>	<b>Evaluation</b>
10	A	EXCELLENT
9	B	VERY GOOD
8	C	GOOD
7	C	FAIR
6	D	SATISFACTORY
5	E	PASS
4 and below	FX/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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
HR ZAGREB 01	Phone: +385 (0) 1 4698105  E-mail: <a href="mailto:incoming@">incoming@</a>	<a href="http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb">http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb</a>

<sup>6</sup> [http://ec.europa.eu/education/tools/docs/ects-guide\\_en.pdf](http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf)

	<a href="http://unizg.hr">unizg.hr</a>	
LT VILNIU S02	Renata Vėbrienė  Tel.: +370 5 237 05 54  E-mail: exchange@ vgtu.lt	<a href="http://www.vgtu.lt/for-international-students/immigration-regulations/9624">http://www.vgtu.lt/for-international-students/immigration-regulations/9624</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>
HR ZAGRE B01	Phone: +385 (0) 1 4698105 E-mail: <a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a>	<a href="http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb">http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb</a>
LT VILNIU S02	Renata Vėbrienė Tel.: +370 5 237 05 54 E-mail: exchange @vgtu.lt	<a href="http://www.vgtu.lt/for-international-students/medical-care-/10297">http://www.vgtu.lt/for-international-students/medical-care-/10297</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]	Contact details (email, phone)	Website for information
HR ZAGREB 01	incoming@unizg.hr	<a href="http://international.unizg.hr/international_students/exchange_students/student_services/housing">http://international.unizg.hr/international_students/exchange_students/student_services/housing</a>
LT VILNIUS S02	Donatas Jodenis Tel: +370 5 269 8828 E-mail: donatas.jodenis@vgtu.lt	<a href="http://www.vgtu.lt/for-international-students/-accommodation-/9617">http://www.vgtu.lt/for-international-students/-accommodation-/9617</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
LT VILNIUS02	Erasmus+ Institutional coordinator: Erika Daniienė	2018-07-25	
HR ZAGREB01	Professor Neven Kuspilić, Dean*		

\* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 544th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty.

<sup>7</sup> Scanned signatures are accepted