



## Erasmus+ Programme

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

#### Inter-institutional agreement 2017-2021<sup>1</sup> 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 <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
Sveučilište u Zagrebu (University of Zagreb) Fakultet političkih znanosti (Faculty of Political Science, University of Zagreb)	HR ZAGREB 01	<u>Institutional coordinator:</u> University of Zagreb Ida Ogulinac (Ms), mag. iur. <a href="mailto:erasmus.coordinator@unizg.hr">erasmus.coordinator@unizg.hr</a> , Tel: +385-1-46-98-165  Faculty of Political Science Đana Luša, PhD, Vice-dean for Science and International Cooperation <a href="mailto:dana.lusa@fpzg.hr">dana.lusa@fpzg.hr</a> , Tel: +385 1 46 42 101	<a href="http://international.unizg.hr/international_students/exchange_students">http://international.unizg.hr/international_students/exchange_students</a>  <a href="http://www.fpzg.unizg.hr/en/in/courses_in_english">http://www.fpzg.unizg.hr/en/in/courses_in_english</a>
<i>Université de Rouen Normandie</i>	<i>F ROUEN 01</i>	Anne DANDEVILLE Service des Relations Internationales Responsable AdministrativeChargée de la coopération InternationaleCoordinateur institutionnel Erasmus24 Bis rue Jacques Boutrolle d'Estaimbuc76821 Mont-Saint-Aignan CedexFrance	<a href="http://www.univ-rouen.fr">www.univ-rouen.fr</a>

<sup>1</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers per 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]	Student Mobility for Trainee ships *
F ROUEN 01	HR ZAGREB 01	0312	Political Science and Civics	1 <sup>st</sup>	10 (2 students x 5 months) TOTAL	/
HR ZAGREB 01	F ROUEN 01	0312	Political Science and Civics	1 <sup>st</sup>	10 (2 students x 5 months) TOTAL	/

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]	Staff Mobility for Training *
F ROUEN 01	HR ZAGREB 01	0312	Political Science and Civics	5 days (1 person x 5 days)	
HR ZAGREB 01	F ROUEN 01	0312	Political Science and Civics	5 days (1 person x 5 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>3</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
HR ZAGREB 01		Croatian	English	B2	B2
F ROUEN 01		French		B2	B2

<sup>3</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>

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](mailto:incoming@unizg.hr)

#### 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

Receiving institution	Term	Nomination	Application	Academic year
F ROUEN01	Fall	1st May	15th May	September- January
	Spring	15th October	1st November	January – May
Nominations should be sent to <a href="mailto:mobilite.in@univ-rouen.fr">mobilite.in@univ-rouen.fr</a>				

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

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

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

HR ZAGREB 01: [http://international.unizg.hr/international\\_students/exchange\\_students/academic\\_information](http://international.unizg.hr/international_students/exchange_students/academic_information)

##### Université de Rouen

Note	Equivalence Rouen
A	16
B	14
C	12
D	11
E	10
F	5
FX	0

<http://international.univ-rouen.fr/reconnaissance-academique-etudiants-entrants-273383.kjsp?RH=1381131336158>

## 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 ZAGREB01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a> , 00385 (0)1 4698105	<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>
F ROUEN 01	<a href="mailto:Mobilite.in@univ-rouen.fr">Mobilite.in@univ-rouen.fr</a>  +33 2 35 14 69 10	<a href="http://formation-ve.univ-rouen.fr/modulo-monde-153130.kjsp?RH=1376982084405">http://formation-ve.univ-rouen.fr/modulo-monde-153130.kjsp?RH=1376982084405</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:


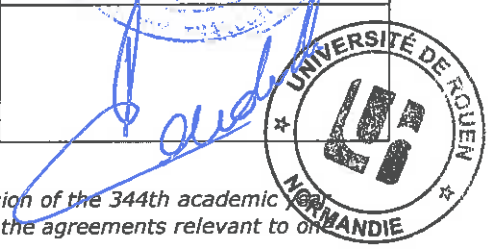
Institution [Erasmus code]	Contact details (email, phone)	Website for information
HR ZAGREB01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a> , 00385 (0)1 4698105	<a href="http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb">http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb</a>
F ROUEN 01	<a href="mailto:Mobilite.in@univ-rouen.fr">Mobilite.in@univ-rouen.fr</a>  +33 2 35 14 69 10	<a href="http://international.univ-rouen.fr/la-securite-sociale-etudiante-16347.kjsp?RH=ZYZYZYZYZYZYZYZYZYZY">http://international.univ-rouen.fr/la-securite-sociale-etudiante-16347.kjsp?RH=ZYZYZYZYZYZYZYZYZYZY</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 ZAGREB01	<a href="mailto:vlado.levak@sczg.hr">vlado.levak@sczg.hr</a>	<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>
F ROUEN 01	<a href="mailto:Incoming.univ.rouen@gmail.com">Incoming.univ.rouen@gmail.com</a>  +33 2 35 14 69 10	<a href="http://international.univ-rouen.fr/reserver-votre-logement-191585.kjsp?RH=1381131336158">http://international.univ-rouen.fr/reserver-votre-logement-191585.kjsp?RH=1381131336158</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
HR ZAGREB 01	Lidija Kos Stanišić, PhD, Dean of the Faculty of Political Science	20/06/2017	
F ROUEN 01	Anne DANDEVILLE Erasmus Institutional Coordinator	20/06/2017	

\* According to the Article 21 of the Statute, University of Zagreb, in the 15<sup>th</sup> session of the 344<sup>th</sup> academic (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to on faculty or academy can be signed by the Dean of the relevant academy/faculty

<sup>4</sup> Scanned signatures are accepted