

Erasmus+ Programme

Multilateral Inter-Institutional Agreement

Key Action 1 Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme ¹

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Information in highlight are instructions and should be deleted before signing the agreement.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2023/2024]	[2024]
End of validity	[2028/20..]	[...]

** One of the two options should be selected.*

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties / Course catalogue)
Instituto Politécnico de Santarém	P SANTARE01	gnci@ipsantarem.pt 351+243309530	https://www.ipsantarem.pt/esgts/esgts-mobilidade-internacional-incoming/ https://www.ipsantarem.pt/esdrm/erasmus-course/ https://www.ipsantarem.pt/
Latvian Academy of Culture	LV RIGA08	ilze.beimane@lka.edu.lv +371 67114807	www.lka.edu.lv
Kauno technikos kolegija	LT KAUNAS12	Lina Girdauskiene lina.girdauskiene@edu.ktk.lt +370 618 06 069	www.ktk.lt
FH Kärnten Carinthia University of Applied Sciences	A SPITAL01	International Relations Office Europastr. 4; A-9524 Villach/St. Magdalen Head of International Relations office Mgr. Mgr. Aleksandra Jama, MSc. e-mail: a.jama@fh-kaernten.at Phone: +43 5 90500 7040	http://www.fh-kaernten.at/en/starpage/
Goce Delcev University in Shtip	MK STIP01	sanja.stefanova@ugd.edu.mk Phone: 0038932550843	www.ugd.edu.mk cmus.ugd.edu.mk
MEDICAL UNIVERSITY OF GDAŃSK	PL GDANSK03	ewa.kiszka@gumed.edu.pl erasmus@gumed.edu.pl Phone: +48 58 349 1200	www.mug.edu.pl

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

CONSTANTIN BRÂNCUȘI UNIVERSITY OF TÂRGU- JIU	RO TARGU04	Prof.PhD. Liviu-Marius Cîrțină, Erasmus Institutional Coordinator erasmus.ucb.targujiu@gmail.com	https://www.utqjiu.ro/
Universidad Francisco de Vitoria UFV, Madrid Spain	EMADRID 28	j.perezmiranda@ufv.es Dr. Juan Pérez-Miranda (Vice-Rector)	www.ufv.es
Technische Hochschule Ingolstadt	D INGOLST01	Großmann, Daniel Daniel.Grossmann@thi.de (Vice- Rector) Ostermüller, Ella Ella.Ostermueller@thi.de (Operational)	www.thi.de
[...]			

B. Mobility numbers³ 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 (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional) * [total number of students]	Student Mobility for Traineeships (optional) * [total number of months]
P SANTARE 01	LVRIGA08	TBD			1st, 2nd, 3rd	2	10		
LVRIGA08	P SANTARE 01	TBD			1st, 2nd, 3rd	2	10	-	
LTKAUNA S12	P SANTARE 01	0410 0413 0414			1st	2	10		

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*: <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%20202013%20-%20Detailed%20field%20descriptions.pdf>)

		0610							
P SANTARE 01	LTKAUNA S12	TBD			1st, 2nd, 3rd	2	10		
ASPITTAL 01	P SANTARE 01	TBD			1st, 2nd	2	10	-	
P SANTARE 01	ASPITTAL 01	TBD			1st, 2nd	2	10	-	
MKSTIPO 1	P SANTARE 011	TBD			1st, 2nd, 3rd	TBD	TBD		
MKSTIPO 1	P SANTARE 01	TBD			1st, 2nd, 3rd	TBD	TBD		
P SANTARE 01	PL GDANSKO 3	TBD			1st, 2nd, 3rd	2	10		
PL GDANSK 03	P SANTARE 01	0913 0914 0919	TBD	TBD	TBD	2	TBD	2	TBD
P SANTARE 01	RO TARGU04	0410, 0610, 1014, 0111, 0721			1st	2	10		
RO TARGU04	P SANTARE 01	0410, 0610, 1014, 0111, 0721			1st, 2nd	2	10		
P SANTARE 01	EMADRID 28	TBD			1st, 2nd, 3rd	2	10		
EMADRID 28	P SANTARE 01	TBD							
P SANTARE 01	D INGOLST 01	TBD			1st, 2nd, 3rd	2	10		
D INGOLST 01	P SANTARE 01	TBD			1st, 2nd	TBD	TBD		

LVRIGA08	LTKAUNA S12	TBD			1st	TBD	TBD		
LVRIGA08	ASPITTAL 01	TBD			1st, 2nd	2	10		
LVRIGA08	MK STIP01	TBD			1st, 2nd	TBD	TBD		
LVRIGA08	PL GDANSKO 3	TBD							
LVRIGA08	RO TARGU04	TBD			1st, 2nd	TBD	TBD		
LVRIGA08	EMADRID 28	TBD							
LVRIGA08	D INGOLST 01	TBD			1st, 2nd				
LTKAUNA S12	ASPITTAL 01	0713 0714 0715 0732			1st, 2nd	2	10		
LTKAUNA S12	MKSTIP01	0713 0714 0715 0732			1st	2	10		
LTKAUNA S12	RO TARGU04	0713 0714 0715			1st	TBD	TBD		
LTKAUNA S12	EMADRID 28	0713 0714 0715 0732			1st	TBD	TBD		
LTKAUNA S12	D INGOLST 01	0713 0714 0715			1st	2	10		
LTKAUNA S12	LVRIGA08	TBD							
LTKAUNA S12	PL GDANSKO 3	TBD							

ASPITTAL 01	LVRIGA08	TBD			1st, 2nd	2	10		
ASPITTAL 01	LTKAUNA S12	TBD			1st, 2nd	2	10		
ASPITTAL 01	MKSTIP01	TBD			1st, 2nd	TBD	TBD		
ASPITTAL 01	PL GDANSKO 3	TBD			1st, 2nd	2	10		
ASPITTAL 01	RO TARGU04	TBD			1st, 2nd	2	10		
ASPITTAL 01	EMADRID 28	TBD			1st, 2nd	2	10		
ASPITTAL 01	D INGOLST 01	TBD			1st, 2nd	TBD	TBD		
MKSTIP0 1	LVRIGA08	TBD			1st, 2nd	TBD	TBD		
MKSTIP0 1	LTKAUNA S12	TBD			1st, 2nd	TBD	TBD		
MKSTIP0 1	ASPITTAL 01	TBD			1st, 2nd	TBD	TBD		
MKSTIP0 1	PL GDANSKO 3	TBD			1st, 2nd	TBD	TBD		
MKSTIP0 1	RO TARGU04	TBD			1st, 2nd	TBD	TBD		
MKSTIP0 1	EMADRID 28	TBD			1st, 2nd	TBD	TBD		
MKSTIP0 1	D INGOLST 01	TBD			1st, 2nd	TBD	TBD		
PL GDANSK 03	LVRIGA08	TBD	TBD	TBD	1st, 2nd	TBD	TBD	TBD	TBD

PL GDANSK 03	LTKAUNA S12	TBD	TBD	TBD	1st	TBD	TBD	TBD	TBD
PL GDANSK 03	ASPITTAL 01	TBD	TBD	TBD	1st, 2nd	2	TBD	4	TBD
PL GDANSK 03	MKSTIP01	TBD	TBD	TBD	1st, 2nd	TBD	TBD	3	TBD
PL GDANSK 03	RO TARGU04	TBD	TBD	TBD	1st, 2nd	TBD	TBD	2	TBD
PL GDANSK 03	EMADRID 28	TBD	TBD	TBD	TBD	2	TBD	4	TBD
PL GDANSK 03	D INGOLST 01	TBD	TBD	TBD	TBD	TBD	TBD		
RO TARGU04	LVRIGA08	TBD			1st	TBD	TBD		
RO TARGU04	LTKAUNA S12	TBD			1st	TBD	TBD		
RO TARGU04	ASPITTAL 01	TBD			1st, 2nd	2	10		
RO TARGU04	MKSTIP01	TBD			1st, 2nd	TBD	TBD		
RO TARGU04	PL GDANSKO 3	TBD			1st, 2nd	TBD	TBD		
RO TARGU04	EMADRID 28	TBD			1st, 2nd	TBD	TBD		
RO TARGU04	D INGOLST 01	TBD			1st, 2nd	TBD	TBD		
EMADRID 28	LVRIGA08				1st, 2nd	TBD	TBD		
EMADRID 28	LTKAUNA S12	TBD			1st	TBD	TBD		

EMADRID 28	ASPITTAL 01	TBD			1st, 2nd	2	10		
EMADRID 28	MKSTIP01	TBD			1st, 2nd	2	10		
EMADRID 28	PL GDANSKO 3	TBD							
EMADRID 28	RO TARGU04	TBD			TBD	TBD	TBD		
EMADRID 28	D INGOLST 01	TBD			1st, 2nd	TBD	TBD		
D INGOLST 01	LVRIGA08	TBD			1st, 2nd	TBD	TBD		
D INGOLST 01	LTKAUNA S12	TBD			1st	TBD	TBD		
D INGOLST 01	ASPITTAL 01	TBD			1st, 2nd	TBD	TBD		
D INGOLST 01	MKSTIP01	TBD			1st, 2nd	TBD	TBD		
D INGOLST 01	PL GDANSKO 3	TBD			1st, 2nd	TBD	TBD		
D INGOLST 01	RO TARGU04	TBD			1st, 2nd	TBD	TBD		
D INGOLST 01	EMADRID 28	TBD			1st, 2nd	TBD	TBD		

x Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods					
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]		
P SANTAR E01	LVRIGA 08			2	10	2	10		
LVRIGA 08	P SANTAR E01	TBD		2	14	2	14		
P SANTAR E01	LTKAUN AS12			2	10	2	10		
LTKAUN AS12	P SANTAR E01	0410 0413 0414 0610		TBD	TBD	TBD	TBD		
ASPITTA L01	P SANTAR E01			2	4	5	10		
P SANTAR E01	ASPITTA L01			2	4	5	10		
MKSTIP 01	P SANTAR E01			2	4	5	10		
P SANTAR E01	MKSTIP 01			2	4	5	10		
P SANTAR E01	PL GDANS K03			2	10	2	10		
PL GDANS K03	P SANTAR E01			TBD	TBD	2	TBD		
P SANTAR E01	RO TARGUO 4	TBD		2	10	2	10		

RO TARGU0 4	P SANTAR E01	TBD		2	10	2	10		
P SANTAR E01	E MADRID 28	TBD		2	10	2	10		
E MADRID 28	P SANTAR E01	TBD							
P SANTAR E01	D INGOLS T 01			2	10	2	10		
D INGOLS T 01	P SANTAR E01			2	10	2	10		
LVRIGA 08	LTKAUN AS12	TBD		2	10	2	10		
LVRIGA 08	ASPITTA L01	TBD		2	4	5	10		
LVRIGA 08	MK STIP01	TBD		2	10	2	10		
LVRIGA 08	PL GDANS K03	TBD		2	10	2	10		
LVRIGA 08	RO TARGU0 4	TBD		2	10	2	10		
LVRIGA 08	E MADRID 28	TBD		2	10	2	10		
LVRIGA 08	D INGOLS T01	TBD		2	10	2	10		
LTKAUN AS12	ASPITTA L01	0713 0714 0715 0732		2	4	5	10		
LTKAUN AS12	MKSTIP 01	0713 0714 0715 0732		2	4	5	10		

LTKAUN AS12	RO TARGU0 4	0713 0714 0715		2	4	2	10		
LTKAUN AS12	E MADRID 28	0713 0714 0715 0732		2	4	2	10		
LTKAUN AS12	D INGOLS T01	0713 0714 0715		2	4	2	10		
LTKAUN AS12	LVRIGA 08	TBD							
LTKAUN AS12	PL GDANS K03	TBD							
ASPITTA L01	LVRIGA 08			2	4	5	10		
ASPITTA L01	LTKAUN AS12	TBD		2	4	5	10		
ASPITTA L01	MKSTIP 01			2	4	5	10		
ASPITTA L01	PL GDANS K03			2	4	5	10		
ASPITTA L01	RO TARGU0 4	TBD		2	4	5	10		
ASPITTA L01	E MADRID 28			2	4	5	10		
ASPITTA L01	D INGOLS T01			2	4	5	10		
MKSTIP 01	LVRIGA 08			2	10	2	10		
MKSTIP 01	LTKAUN AS12			2	10	2	10		
MKSTIP 01	ASPITTA L01			2	4	5	10		

MKSTIP 01	PL GDANS K03			2	10	2	10		
MKSTIP 01	RO TARGU0 4	TBD		2	10	2	10		
MKSTIP 01	E MADRID 28	TBD		2	10	2	10		
MKSTIP 01	D INGOLS T01			2	10	2	10		
PL GDANS K03	LVRIGA 08	TBD	TBD	TBD	TBD	TBD	TBD		
PL GDANS K03	LTKAUN AS12	TBD	TBD	TBD	TBD	TBD	TBD		
PL GDANS K03	ASPITTA L01	TBD	TBD	TBD	TBD	4	TBD		
PL GDANS K03	MKSTIP 01	TBD	TBD	TBD	TBD	4	TBD		
PL GDANS K03	RO TARGU0 4	TBD	TBD	TBD	TBD	2	TBD		
PL GDANS K03	E MADRID 28	TBD	TBD	2	TBD	4	TBD		
PL GDANS K03	D INGOLS T01	TBD	TBD	TBD	TBD	2	TBD		
RO TARGU0 4	LVRIGA 08	TBD		2	10	2	10		
RO TARGU0 4	LTKAUN AS12	TBD		2	10	2	10		
RO TARGU0 4	ASPITTA L01	TBD		2	4	5	10		
RO TARGU0 4	MKSTIP 01	TBD		2	10	2	10		

RO TARGU0 4	PL GDANS K03	TBD		2	10	2	10		
RO TARGU0 4	E MADRID 28	TBD		TBD	TBD	TBD	TBD		
RO TARGU0 4	D INGOLS T01	TBD		TBD	TBD	TBD	TBD		
E MADRID 28	LVRIGA 08	TBD							
E MADRID 28	LTKAUN AS12	TBD		TBD	TBD	TBD	TBD		
E MADRID 28	ASPITTA L01			2	4	5	10		
E MADRID 28	MKSTIP 01			2	10	2	10		
E MADRID 28	PL GDANS K03	TBD							
E MADRID 28	RO TARGU0 4	TBD		TBD	TBD	TBD	TBD		
E MADRID 28	D INGOLS T01			TBD	TBD	TBD	TBD		
D INGOLS T01	LVRIGA 08			2	10	2	10		
D INGOLS T01	LTKAUN AS12			2	4	2	10		
D INGOLS T01	ASPITTA L01			2	4	5	10		
D INGOLS T01	MKSTIP 01			2	10	2	10		
D INGOLS T01	PL GDANS K03			TBD	TBD	2	TBD		

D INGOLS T01	RO TARGU0 4	TBD		TBD	TBD	TBD	TBD		
D INGOLS T01	E MADRID 28			TBD	TBD	TBD	TBD		

[*Optional columns can be deleted if not applicable. 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 students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods can be indicated if relevant.]

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P SANTAREO 1		ENG		B2	B2
LVRIGA08		ENG		B2	C1
LTKAUNAS 12		ENG		B2	B2
SPITTAL01		ENG/ DE		B2	B2
MKSTIP01		ENG		B2	B2
RO TARGU04		ENG		B2	B2
E MADRID 28		ENG		B2	C1
D INGOLST01		ENG		B1	B2
[...]					

⁴ 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>

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
P SANTARE01	30th June	30th November
LVRIGA08	1st July	1st December
LTKAUNAS12	31st May	30th November
ASPITTAL01	31 May	30 November
MKSTIP01	15 May	15 November
RO TARGU04	15th June	15th November
E MADRID 28	15th April	25th September
D INGOLST01	30th April	31st October
[...]		

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

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
P SANTARE01	30th June	30th November
LVRIGA08	1st of July	1st of December
LTKAUNAS12	30th June	31st December
ASPITTAL01	31 May	30 November
MKSTIO01	15 June	15 December
RO TARGU04	15th June	15th November
E MADRID 28	5th May	October 10th
D INGOLST01	1st May	30th November
[...]		

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

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
P SANTARE01	ginci@ipsantarem.pt 351+243309530	https://www.ipsantarem.pt/esgts/esgts-mobilidade-internacional-incoming/ https://www.ipsantarem.pt/esdrm/erasmus-course/ https://www.ipsantarem.pt/
LVRIGA08	elza.stalidzena@lka.edu.lv ; +371 67114807	https://lka.edu.lv/en/international-cooperation/international-mobility/application-procedure/
LT KAUNAS12	Judita Streimikiene international@edu.ktk.lt +370 618 18803	https://www.ktk.lt/en/how-to-apply/erasmus-mobility-programme
ASPITAL01	international@fh-kaernten.at Tel: +43 5 90500 7040/7042	https://www.fh-kaernten.at/en/international/incoming-exchange-students
MKSTIP01	Martina Nikolovska – Krstevska martina.nikolovska@ugd.edu.mk (+389) 32 550 845	http://www.ugd.edu.mk/index.php/en/erasmus-plus
RO TARGU04	erasmus.ucb.targuuiu@gmail.com +40253211202	https://www.utgjiu.ro/
E MADRID 28	incoming@ufv.es +34 91 7091400	https://www.ufv.es/vice-rectorate-for-internationalisation/incoming/exchange-students/
D INGOLST01	International Office incomings@thi.de	https://www.thi.de/en/international/studies/international-students/practical-information-for-internationals#c6028
[...]		

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
P SANTARE01			https://www.ipsantarem.pt/
LV RIGA08	-Motivation letter, CV and portfolio (for Students in the Field of Audiovisual Art)		https://lka.edu.lv/en/international-cooperation/international-mobility/application-procedure/
LT KAUNAS12	<p>Learning Agreement, signed and stamped and scanned;</p> <p>1 passport photo;</p> <p>Transcript of Records (from home university, in English);</p> <p>Copy of valid passport (for non EU citizens) or ID card (only for EU and EEA citizens);</p> <p>Application for dormitory (if needed).</p>		https://www.ktk.lt/en/how-to-apply/erasmus-mobility-programme
ASPITAL01	-		
MKSTIP01	English language certificate in specific cases		http://www.ugd.edu.mk/index.php/en/erasmus-plus
RO TARGU04	Application form, Accommodation form, Transcript of Records, Copy of the passport / ID Card, Learning Agreement		http://ir-ucb.utgjiu.ro/biroul-erasmusmobilitati-erasmus-studenti-incoming/
E MADRID 28	No additional requirements.	incoming@ufv.es +34 91 7091400	
D INGOLST01	Curriculum Vitae, Transcript of Records, Picture for Student ID card, Proof of English B1		
[...]			

The receiving institution will send its decision within 4 weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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 [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
P SANTARE01			gmci@ipsantarem.pt 351+243309530	
LV RIGA08			elza.stalidzena@lka.edu.lv	
LT KAUNAS12			Auguste Urbanaviciute international@edu.ktk.lt +370 605 34409	
ASPITTAL01			Maga. (FH) Christina Leitner-Intering gleichbehandlung@fh-kaernten.at	https://www.fh-kaernten.at/en/cuas/equality-and-diversity
MK STIP01	Martina Nikolovska – Krstevska martina.nikolovska@ugd.edu.mk (+389) 32 550 845		http://www.ugd.edu.mk/index.php/en/erasmus-plus	www.cmus.edu.mk
RO TARGU04			erasmus.ucb.tarquiu@gmail.com +40253211202	http://ir-ucb.utgjiu.ro/biroul-erasmusmobilitati-erasmus-studenti-incoming/
E MADRID 28	Ask for specific needs and requirements		incoming@ufv.es +34 91 7091400	
D INGOLST01	- Reduced mobility - Hearing impairments	THI is barrier-free for people with reduced mobility. Homepage is adjusted for people	Representative body for severely disabled persons: Ms Veronika Eder E-Mail: Veronika.Eder@thi.de Phone: +49 841 9348-7760	https://www.thi.de/en/studies/thi-counselling-services/student-disability-service

		with impaired hearing Classes are technically equipped for people with hearing disorders		
[...]				

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
P SANTARE01			gmc@ipsantarem.pt 351+243309530	
LV RIGA08			elza.stalidzena@lka.edu.lv	
ASPITTAL01			Maga. (FH) Christina Leitner-Intering gleichbehandlung@fh-kaernten.at	
MK STIP01	Martina Nikolovska – Krstevska martina.nikolovska@ugd.edu.mk (+389) 32 550 845		http://www.ugd.edu.mk/index.php/en/erasmus-plus	
RO TARGU04			erasmus.ucb.targu@ucb.ro +40253211202	http://ir-ucb.utgjiu.ro/biroul-erasmusmobilitati-erasmus-studenti-incoming/
E MADRID 28	Reduced mobility & hearing/visual impairments		incoming@ufv.es	
D INGOLST01	- Reduced mobility	Compensation for disadvantages in exams Our representative for disabled persons can be	Representative body for severely disabled persons: Ms Veronika Eder	https://www.thi.de/en/studies/thi-counselling-services/student-disability-service

		reached at any time	E-Mail: Veronika.Eder@hi.de Phone: +49 841 9348-7760	
[...]				

F. Information

1. 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
P SANTARE01	gmci@ipsantarem.pt 351+243309530	https://www.ipsantarem.pt/
LV RIGA08	elza.stalidzena@lka.edu.lv	https://lka.edu.lv/en/international-cooperation/international-mobility/general-and-practical-advice/
LT KAUNAS12	Auguste Urbanaviciute international@edu.ktk.lt +370 605 34409	https://www.ktk.lt/en/students-life/student-accommodation
ASPITTAL01	International Relations Office Europastr. 4; 9524 Villach/St. Magdalen, Austria Tel.: +43 5 90500 7040/-42/-43/-44 international@fh-kaernten.at	https://www.fh-kaernten.at/en/en/cuas/students-life section „accommodation”
MK STIP01	icc@ugd.edu.mk	http://www.ugd.edu.mk/index.php/en/erasmus-plus
RO TARGU04	erasmus.ucb.targuiiu@gmail.com +40253211202	http://ir-ucb.utgjiu.ro/biroul-erasmusmobilitati-erasmus-studenti-incoming/
E MADRID 28	incoming@ufv.es m.alberich@ufv.es	https://www.ufv.es/vicerectorate-for-internationalisation/incoming/exchange-students/housing/
D INGOLST01	International Office incomings@thi.de	https://www.thi.de/en/international/studies/international-

		students/practical-information-for-internationals#c6028
[...]		

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
P SANTARE01	gmci@ipsantarem.pt 351+243309530	
LV RIGA08	elza.stalidzena@lka.edu.lv	www.pmlp.gov.lv
LT KAUNAS12	Auguste Urbanaviciute international@edu.ktk.lt +370 605 34409	https://www.ktk.lt/en/how-to-apply/erasmus-mobility-programme
ASPITTAL01	International Relations Office Europastr. 4; 9524 Villach/St. Magdalen, Austria Tel.: +43 5 90500 7040/-42/-43/- 44 international@fh-kaernten.at	https://www.fh-kaernten.at/fachhochschule/students-life section "Practical information for mobile students!"
MK STIP01	icc@ugd.edu.mk	http://www.ugd.edu.mk/index.php/en/erasmus-plus
RO TARGU04	erasmus.ucb.tarqujiu@gmail.com +40253211202	http://ir-ucb.utgjiu.ro/biroul-erasmusmobilitati-erasmus-studenti-incoming/
E MADRID 28	incoming@ufv.es m.alberich@ufv.es	https://www.ufv.es/vice-rectorate-for-internationalisation/incoming/exchange-students/nie-visa-documents/
D INGOLST01	International Office incomings@thi.de	https://www.thi.de/en/international/studies/international-students/practical-information-for-internationals#c6028
[...]		

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
P SANTARE01	gmci@ipsantarem.pt 351+243309530	
LV RIGA08	elza.stalidzena@lka.edu.lv	https://lka.edu.lv/en/international-cooperation/international-mobility/general-and-practical-advice/
LT KAUNAS12	Auguste Urbanaviciute auguste.urbanaviciute@edu.ktk.lt +370 605 34409	https://www.ktk.lt/en/how-to-apply/erasmus-mobility-programme
ASPITAL01	International Relations Office Europastr. 4; 9524 Villach/St. Magdalen, Austria Tel.: +43 5 90500 7040/-42/-43/-44 international@fh-kaernten.at	https://www.fh-kaernten.at/en/en/cuas/students-life section "insurance"
MK STIP01	icc@ugd.edu.mk	http://www.ugd.edu.mk/index.php/en/erasmus-plus
RO TARGU04	erasmus.ucb.targuiju@gmail.com +40253211202	http://ir-ucb.utgjiu.ro/biroul-erasmusmobilitati-erasmus-studenti-incoming/
E MADRID 28	incoming@ufv.es m.alberich@ufv.es	https://www.ufv.es/283964-2/
D INGOLST01	International Office incomings@thi.de	https://www.thi.de/en/international/studies/international-students/practical-information-for-internationals#c6028

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
Institution 1			
Institution 2			
Institution 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]*









Any other information regarding the terms of the agreement (optional)

Termination of the agreement

This Agreement may be modified or amended by mutual written notice among the Parties. 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

[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."]

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
P SANTARE01	Prof. João Moutão	19/12/20 23	
ASPITTAL01	Mgr. Mgr. Aleksandra Jama, MSc Head of International Relations Office	19/12/20 23	Aleksandra Jama
LV RIGA08	prof. PhD Rūta Muktupāvela, Rector	24/01/20 24	
LT KAUNAS12	Lina Girdauskiene, PhD, director	19/12/20 23	
MK STIP01	Dejan Mirakovski, PhD Rector	10.01.20 24	
RO TARGU04	Prof. PhD. Liviu - Marius Cîrțînă, Erasmus Institutional Coordinator	08/01/20 24	
E MADRID 28	Prof. Juan Perez- Miranda Castillo Vice-Rector for Internationalisation	19/12/20 23	
D INGOLST01	Prof. Dr. Walter Schober President	24.01.20 24	
PL GDANSK03	prof. Michał Markuszewski, PhD Vice-rector for Science	11/01/20 24	

⁵ Scanned signatures are accepted