



University of Zagreb
Faculty of Chemical
Engineering and Technology



Erasmus+ Programme

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

Inter-institutional agreement 2018-2021 **between programme countries** **[Minimum requirements]¹**

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 details² (email, phone)	Website (eg. of the course catalogue)
University of Zagreb Faculty of chemical engineering and technology Marulićev trg 19 10000 – Zagreb CROATIA	HR ZAGREB01	Academic contact International Affairs Mr. Hrvoje Kušić (PhD) Vice-dean hkusic@fkit.hr ECTS coordinator Ms. Zvezdana Findrik Blažević zfindrik@fkit.hr	https://www.fkit.unizg.hr/

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

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

<p>Université Paris-Est Créteil (UPEC) Faculty of Sciences and Technology 61, avenue du Général de Gaulle, 94010 - Créteil cedex FRANCE</p>	<p>F PARIS012</p>	<p>Academic contact</p> <p>Dept. of Chemistry Mr. Martin Schwell martin.schwell@lisa.u-pec.fr</p> <p>Dept. of environmental engineering Mr. Bernard Aumont bernard.aumont@u-pec.fr</p> <p>International Affairs Mr. Maxence Boutet Maxence.boutet@u-pec.fr ; International-sciences@u-pec.fr</p>	<p>http://sciences-tech.u-pec.fr/international/international-students/</p> <p>http://www.en.u-pec.fr/learning-french-377409.kjsp?RH=1280326443843&RF=1280326888715</p>
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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 * [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 *
HR ZAGREB01	F PARIS012	0531	Chemistry	1 st 2 nd	2 students X 6 months (=12 months)	1 x 6 months (=6 months)

F PARIS012	HR ZAGREB01	0511	Chemistry	1 st 2 nd	2 students X 6 months (=12months)	1 x 6 months (=6 months)
HR ZAGREB01	F PARIS012	0521	Environmental sciences	1 st 2 nd	2 students X 6 months (=12 months)	1 x 6 months (=6 months)
F PARIS012	HR ZAGREB01	0521	Environmental sciences	1 st 2 nd	2 students X 6 months (=12 months)	1 x 6 months (=6 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 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	F PARIS012	0531	Chemistry	1 X 5 days	1 X 5 days
F PARIS012	HR ZAGREB01	0531	Chemistry	1 X 5 days	1 X 5 days
HR ZAGREB01	F PARIS012	0521	Environmental sciences	1 X 5 days	1 X 5 days
F PARIS012	HR ZAGREB01	0521	Environmental sciences	1 X 5 days	1 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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR ZAGREB01		Croatian	English	B1	B2
F PARIS012		French	English	B1	B2

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:

- The Learning Agreement should be negotiated and agreed on by both sides - sending and receiving institution - before student's arrival.

F PARIS012:

Incoming student: The original learning agreement (no copy is accepted) with the exams done by the student can be given or sent directly to him/her OR to the International Relations and Mobility Office of the student university.

For all other information, the student can get in touch the person in charge of the International affairs at the Faculty.

Outgoing student: The Learning Agreement or the changed Learning Agreement has to be given to the French student who will submit it to the approval of the professor coordinator of his/her mobility.

Students and Staff with disabilities:

<http://www.u-pec.fr/etudiant/vie-etudiante/etudes-et-handicap/accompagnement-des-etudiants-handicapes-282099.kjsp?RH=WEB-FR>

⁴For 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>

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 th May	10 th November
F PARIS012	May 31st	November 15th

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

HR ZAGREB01:

1. The receiving institution will send its decision within 4 weeks.
2. 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.
3. Termination of the agreement

In case 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 2019 will only take effect as of 1 September 2019+1. "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F PARIS012:

1. F PARIS012 will send a detailed Erasmus nomination list by e-mail or with another modality to nominate Erasmus students from F PARIS012 (such as online nominations, e-nomination, etc...).
2. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to relint@u-pec.fr and international-sciences@u-pec.fr) or with another modality to nominate Erasmus students to F PARIS012 (such as online nominations, e-nomination, etc...).
3. The F PARIS012 will send its decision (information package) within 8 weeks at the maximum from the reception of the nominations.
4. Erasmus incoming student at UPEC has to collect the Transcript of Records before leaving the UPEC; otherwise the Transcript of Records will be issued and sent it to the personal post address of the student or to his university.

5. Termination or modification of the agreement:

A unilateral decision to discontinue or to change the exchanges notified to the other party will depend on each faculty.

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' guide⁵. 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 ZAGREB01:

Local Grade for degrees	In Croatia	In English
5	Odličan	EXCELLENT
4	Vrlo dobar	VERY GOOD
3	dobar	GOOD
2	dovoljan	SUFFICIENT
1	Nedovoljan	FAIL

F PARIS012:

Local grade (note/barème) : scale from 0 to 20.

20 means:	best mark (admis)
10 means:	just passed (admis)
0 to <10 means:	fail (ajourné)

If an examination exam has not been taken, the result is "défaillant"

Local Grade for degrees (mention au diplôme)	In French	In English
16 to 20	TRES BIEN	EXCELLENT
14 to <16	BIEN	VERY GOOD

⁵http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

12 to <14	ASSEZ BIEN	GOOD
10 to <12	PASSABLE	SUFFICIENT

Even if grades are awarded on a scale of 0-20, the tradition is such that grades higher than 16/20 are very rare. Passes with High Honors (15-16/20) are also relatively few in number. The University does not calculate rank in class.

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	Ms. Ida Ogulinec Erasmus Officier (Univeristy of Zagreb) erasmus.coordinator@unizg.hr	http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/degrees-studies-and-courses/
F PARIS012	Mrs VINOGRADOVA Natalia Erasmus + Officier, relint@u-pec.fr	http://www.u-pec.fr/

3. Insurance

HR ZAGREB01:

F PARIS012:

Non EU students can get a private insurance during his registration at UPEC for the study period.

EU students can ask their home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.

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	Ms. Ida Ogulinec Erasmus Officier (Univeristy of Zagreb) erasmus.coordinator@unizg.hr	http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/degrees-studies-and-courses/
F PARIS012	Mrs VINOGRADOVA Natalia Erasmus + Officier, relint@u-pec.fr	http://www.u-pec.fr/

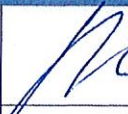

4. Housing

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	Ms. Ida Ogulinec Erasmus Officier (Univeristy of Zagreb) erasmus.coordinator@unizg.hr	http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/degrees-studies-and-courses/
F PARIS012	Mrs VINOGRADOVA Natalia Erasmus + Officier, relint@u-pec.fr	http://www.u-pec.fr/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
HR ZAGREB01	Professor Tomislav Bolanča Dean	Sep 5, 2018.	
F PARIS012	JOANA BÉLO Erasmus + Institutional Coordinator belo @u-pec.fr	17-09 2018	



⁶Scanned signatures are accepted