

Bilateral Inter-Institutional Agreements

Erasmus+ Key Action 1 – Mobility of higher education students and staff

Mobility between Erasmus+ countries (EU Member States and third countries associated to the Programme)

[Requirements for bilateral Inter-Institutional Agreements 2022-20[29]]

UA-FMEO

[For the Erasmus+ programme 2021-2027, bilateral Inter-Institutional Agreements should be concluded digitally through an IT system connected to the Erasmus Without Paper Network. This template is provided for those institutions that are in the process of connecting to the network and might need an editable version of the template. For more information, please visit the European Commission's webpage about [Erasmus Without Paper](#).]

Standard information applicable to all bilateral Inter-Institutional Agreements

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.

First part – factsheet

The factsheet contains general information applicable to all bilateral intra-European inter-institutional agreements of a single higher education institution and must be shared with all partner institutions through the Erasmus without Paper Network. The general information must be accessible to students as well and updated as needed. Factsheet updates do not require approval since only the cooperation conditions of each agreement are subject to approval of both partners.

Name of the institution	Erasmus code	Contact details (function, name, email)
University of Prešov [Faculty of Management and Business]	SK PRESOV01	Authorized Erasmus Institutional Coordinator: doc. ThDr. Mária Kardiš, PhD. erasmus@unipo.sk Departmental Coordinator: Mgr. Eva Benková, PhD. eva.benkova@unipo.com
Uman National University of Horticulture [Faculty of Management; Faculty of Economics and Entrepreneurship]	Uman	Institutional Coordinator: Andrusiak Vasyl, PhD andrysak@ukr.net department.fr@udau.edu.ua Departmental Coordinator: Andrusiak Vasyl, PhD andrysak@ukr.net department.fr@udau.edu.ua

Websites	URLs
General (1)	https://www.unipo.sk/en/
Course catalogue	https://www.unipo.sk/en/iro/courses/
Faculty/faculties	https://www.unipo.sk/en/faculty-of-management/international-relations/Erasmus/
Course catalogue	https://www.unipo.sk/en/faculty-of-management/international-relations/Erasmus/course/

Calendar

Nominations of incoming students must reach the receiving institution by:

Autumn term [day/month]	Spring term [day/month]
SK PRESOV01: April 1 – May 15	SK PRESOV01: October 1 – October 31
UMAN	UMAN: October 1 – October 31

Applications from incoming students must reach the receiving institution by:

Autumn term [day/month]	Spring term [day/month]
SK PRESOV01: May 15 – June 30	SK PRESOV01: November 1 – November 30
UMAN	UMAN: November 1 – November 30

Application procedure for incoming students

<Contact details> (email)	Website for information
SK PRESOV01: erasmus@unipo.sk / petra.vanova@unipo.sk	https://www.unipo.sk/en/en/ir/info/appl/procedures/
UMAN: department.fr@udau.edu.ua	https://foreign.udau.edu.ua/ua/erazmus.html

The institution will send its decision no later than 5 weeks.

Housing, Visa & Insurance

The institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. The institution will aid, when required, in securing visas for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education. The institution 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:

<Contact details> (email)	Website for information
erasmus@unipo.sk	<ul style="list-style-type: none">- Housing is provided to all E+ exchange students who apply for it in the application form, provided that there are enough places to do so- https://www.unipo.sk/en/en/ir/info/appl/visa/- https://www.unipo.sk/en/en/ir/info/appl/insurance/
department.fr@udau.edu.ua	https://foreign.udau.edu.ua/en/index.html

Additional information

A transcript of records will be issued by the institution **no later than 5 weeks** according to the Erasmus Charter for Higher Education guidelines.

SK PRESOV01

- **Before sending formal applications, students must be officially nominated by their home universities.**
- Application documents received after application deadlines will not be accepted.
- In case, if the application documents aren't in Slovak, English or Czech language, the applicants have to add the authorized translation of these documents.
- Exchange studies for PhD students are organized according to individual plans.
- It is not possible for exchange students to defend their BA/MA/PhD thesis at the host university.
- Incoming international staff members should apply for visits to the departmental coordinators of the respective faculty
- Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/ facilities available.

UMAN

- **Before sending formal applications, students must be officially nominated by their home universities.**
- Application documents received after application deadlines will not be accepted.
- In case, if the application documents aren't in Ukraine language, the applicants have to add the authorized translation of these documents.

- Exchange studies for PhD students are organized according to individual plans.
- It is not possible for exchange students to defend their BA/MA/PhD thesis at the host university.
- Incoming international staff members should apply for visits to the departmental coordinators of the respective faculty
- Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/ facilities available.

Second part - Cooperation conditions

Cooperation conditions are defined and entered for each inter-institutional agreement and approved by both partners. This part is the foundation of each inter-institutional agreement. The information entered in this part cannot be changed after the agreement has been approved, unless agreed by both partners. Agreed changes are mutually confirmed by approval in EWP. The partners commit to amend the table below in case of changes in the agreed mobility numbers by no later than the end of January in the preceding academic year.

Duration of the agreement

From academic year [year/year]	To academic year [year/year]
2023/2024	2023/2024

Mobility numbers per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	<Field of education [ISCED]>	<Field of education - clarification>	<Level of education [EQF]>	Number of student mobility periods			
					SMS [Total number of students]	SMS [Total number of months] >	SMP [Total number of students]>	SMP [Total number of months]>
SK PRESOV01	UMAN	0410	Business and administraton	EQF 8	xx	xx	5	5
UMAN	SK PRESOV01	0410	Business and administratio n	EQF 8	xx	xx	5	5

	TO [Erasmus code of the receiving institution]	<Field of education [ISCED]>	<Field of education – clarification>	Number of staff mobility periods			
				STA [Total number of staff]	STA [Total number of days]>	STT [Total number of staff]>	STT [Total number of days]>
SK PRESOV01	UMAN	0410	Business and administration	xx	xx	xx	xx
				xx	xx	xx	xx
UMAN	SK PRESOV01	0410	Business and administration	xx	xx	xx	xx
				xx	xx	xx	xx

Contact person(s) for the agreement

[The institutions can indicate a specific contact person in EWP for the agreement. These can be administrative contact(s) at faculty level responsible for mobility agreements. A change of contact person does not require approval unlike all other changes in the cooperation conditions.]

Institution	<Contact details> (email, phone)
SK PRESOV01 (EWP administrative contact)	petra.vanova@unipo.sk
UMAN (IRO administrative person)	andrysak@ukr.net

Blended mobility option for students ☒

It is not necessary for the partners to define a total number of blended mobility participants or total duration. Provided there is at least one existing inter-institutional agreement between the sending and receiving institutions, there is no requirement to create specific agreements in order to award mobility grants to participants in blended mobility.

Recommended language skills

The sending institution, following an 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: **For STUDENTS**, unless studying language oriented study programs [**minimum language level is B2 in the particular language field**], **the minimum language level is B1** (English) and for STAFF it is B2 (English).


Termination of the agreement

After 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."

Approval of the agreement

[In cases where the institutions involved are unable to digitally approve the Inter-Institutional Agreement, the following table can be used for signatures.]

Signatures of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
SK PRESOV01	Authorized Erasmus Institutional Coordinator: doc. ThDr. Mária Kardis, PhD.	15 JAN. 2024	 <div> Prešovská univerzita v Prešove Ul. 17. novembra 080 01 Prešov -19- </div>
UMAN	Rector of Uman National University of Horticulture Prof. Doctor of Economics Olena Nepochatenko		