



Erasmus+ Programme

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

Inter-institutional agreement 2015/2016-2020/2021 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 (e-mail, phone)	Website (eg. of the course catalogue)
Josip Juraj Strossmayer University of Osijek – UNIOS represented by Prof. Dr. Željko Turkalj, Rector address: Trg Svetog Trojstva 3, 31000 Osijek, Croatia VAT number: HR78808975734	HR OSIJEK01	Martina Šuto, Institutional Erasmus coordinator International Relations Office, Trg Sv. Trojstva 3; HR- 31000 Osijek, Croatia phone: + 385 31 224 125 ; fax: + 385 31 224 126; erasmus@unios.hr	www.unios.hr www.unios.hr/incoming-mobility
		Prof. Dr. Suzana Vuletic Catholic Faculty of Theology in Đakovo Petra Preradovića 17, HR-31400 Đakovo, Croatia Tel: +385 31 802 402 Fax: +385 31 802 403 suzanavuletic007@gmail.com	www.djkbk.unios.hr
Westfälische Wilhelms-Universität Münster  WESTFÄLISCHE WILHELMS-UNIVERSITÄT MÜNSTER	D MUNSTER01	Departmental contact: Prof.'in Dr. Marianne Heimbach-Steins (Vice-Dean / Faculty of Catholic Theology) Johannisstr. 8-10 48143 Münster Phone : 0049 (0) 251 8322615 Fax : 0049 (0) 251 8325055 E-mail : prodekanat.ifn@uni-muenster.de	www.uni-muenster.de/FB2/ course catalogue: (https://studium.uni-muenster.de/qisserv/rds?state=wtree&search=1&trex=step&root120132=64194192501&P.vx=kurz)

B. Mobility numbers¹ per 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 OSIJEK01	D MUNSTER01	0221	Religion and theology	1,2,3	2 students x 5 months	To be agreed
D MUNSTER01	HR OSIJEK01	0221	Religion and theology	1,2,3	2 students x 5 months	To be agreed

[*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 OSIJEK01	D MUNSTER01	0221	Religion and theology	2 staff x 1 week	2 staff x 1 week
D MUNSTER01	HR OSIJEK01	0221	Religion and theology	min. 3 days/ max. 6 weeks	1

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HR OSIJEK01	0221	Croatian	English	B1	B2
D MUNSTER01	0221	German	English	B1	B2

¹ 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>)

² 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. Additional requirements

HR OSIJEK01: UNIOS cannot accept applications received after the stated deadline. It is not possible for students to defend Bachelor papers, Master thesis or PhD thesis at UNIOS within this agreement and to obtain final qualification. UNIOS provides technical and academic support to students and staff with disabilities; depending on individual needs, excluding financial supports.

D MUNSTER01:

Contact dates of International Office:

International Office
Schlossplatz 3
D-48149 Münster

Institutional Coordinator: KOHL, Dr. Anke Phone : 0049 (0) 251 832 22165 Fax : 0049 (0) 251 832 2226 E-Mail : international.office@uni-muenster.de	Student Mobility: KARIDIO, Nina Phone : 0049 (0) 251 832 26 01 Fax : 0049 (0) 251 832 14 13 E-Mail : Nina.Karidio@uni-muenster.de
Staff Mobility: HOMEYER, Maria Phone : 0049 (0) 251 832 26 00 Fax : 0049 (0) 251 832 22 26 E-Mail : Maria.Homeyer@uni-muenster.de	Placement : ELSINGER, Ruth Career Service der WWU Schlossplatz 3 - D-48149 Münster Phone: 0049 (0) 251 833 22 86 Fax: 0049 (0) 251 833 00 74 Ruth.Elsinger@uni-muenster.de

Language services

Courses at the Westfälische Wilhelms-Universität Münster are usually taught in German. However, there are courses in other languages too. The Faculty of Catholic Theological offers some courses in English.

As a central institution the language centre offers a varied range of general and subject-specific foreign language courses. Further information can be obtained at the web site of the language centre: <http://spz.uni-muenster.de/en/home>

Services for handicapped students

The Westfälische Wilhelms-Universität Münster provides several services for handicapped students.

For further information visit the following web site:

<http://www.uni-muenster.de/studium/soziales/studierenmitbehinderung.html>

or contact the commissioners for handicapped students:

Institutional Commissioner: Christiane Behr, M.A. Schlossplatz 5, 48149 Münster Phone: 0049 (0) 251 83-22066, -22357 Fax: 0049 (0) 251 83-22085 E-Mail: christiane.behr@uni-muenster.de	Departmental Commissioner: Prof. Dr. Clemens Leonhard Robert Koch-Straße 40, 48149 Münster Phone: 0049 (0) 251 83-22628 Fax: 0049 (0) 251 83-28357 E-Mail: clemens.leonhard@uni-muenster.de
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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 OSIJEK01	July 1 st	December 1 st
D MUNSTER01	May 1 st (nomination by e-mail)	November 1 st (nomination by e-mail)

2. The receiving institution will send its decision within 4 weeks, provided the documents are complete.
3. 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.
4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

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 OSIJEK01:

Croatian Grading system and comparison to ECTS available at: <http://www.unios.hr/index.php?g=5&i=10&j=127>
Transcript of Records is issued in English language, and contains all data needed for comparison to ECTS.

D MUNSTER01:

http://www.uni-muenster.de/imperia/md/content/www/auslandsamt/pdf/incoming/erasmus/transcript_of_records_eu_2012.pdf

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 OSIJEK01	International Relations Office phone: + 385 31 224 125 erasmus@unios.hr	http://www.unios.hr/?g=5&i=10&j=129
D MUNSTER01	Incoming students: Exchange student service admin.ess@uni-muenster.de 0049 (0)251 832 21 13 Outbound students: Nina Karidio Nina.Karidio@uni-muenster.de 0049 (0)251 832 26 01 Incoming and outbound staff: Maria Homeyer Maria.Homeyer@uni-muenster.de 0049 (0)251 832 26 00	

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 OSIJEK01	International Relations Office phone: + 385 31 224 125 erasmus@unios.hr	http://www.unios.hr/?g=5&i=10&j=129 http://www.hzzo.hr/en
D MUNSTER01	Incoming students: Exchange student service admin.ess@uni-muenster.de 0049 (0)251 832 21 13 Outbound students: Nina Karidio Nina.Karidio@uni-muenster.de 0049 (0)251 832 26 01 Incoming and outbound staff: Maria Homeyer Maria.Homeyer@uni-muenster.de 0049 (0)251 832 26 00	http://www.uni-muenster.de/en/international_students/exchange/practical/index.html#Health

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 OSIJEK01	International Relations Office phone: + 385 31 224 125 erasmus@unios.hr	http://www.unios.hr/index.php?g=5&i=10&j=131
D MUNSTER01	Incoming students: Exchange student service admin.ess@uni-muenster.de 0049 (0)251 832 21 13 Incoming staff: Maria Homeyer Maria.Homeyer@uni-muenster.de 0049 (0)251 832 26 00	http://www.uni-muenster.de/en/international_students/exchange/living/index.html http://www.uni-muenster.de/en/research/international_academics/accommodation/index.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
HR OSIJEK01	Prof. Dr. Željko Turkalj Rector of Josip Juraj Strossmayer University of Osijek	16-11-2015	 
D MUNSTER01	Prof.'in Dr. Marianne Heimbach-Steins Vice Dean of Internationalisation, Research & Academic Recruitment / Faculty of Catholic Theology	21.12.15	 

³ Scanned signatures are accepted