

Erasmus+ Programme

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

Inter-institutional¹ agreement 2015-20 between institutions from programme and partner 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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about the higher education institutions

Full name of the institution / country	Erasmus code or city ²	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Kingston University River House, 53-57 High Street, Kingston upon Thames, Surrey, KT1 1LQ, UK	UK KINGSTO01	Institutional Coordinator Joan-Anton Carbonell Porro Departmental Coordinator (for academic visits under this agreement):- Alan Flowers	+44 (0)20 8417 3220 ja.carbonell@kingston.ac.uk +44 (0)20 8417 2486 a.flowers@kingston.ac.uk	http://www.kingston.ac.uk/visitingstudents/erasmus
University of Life Safety Lviv St.Kleparivska 35, 79000 Lviv (Ukraine)	PIC 931432219	Institutional Coordinator Oleksandr Svyatkevych Departmental Coordinator (for academic visits under this agreement):- Prof. Yuriy Starodub Adjunct Andrii Havrys	+38097 9948219 Svyatkevych@gmail.com +38 067 2663182 George.Starodub@yahoo.com +380973712319 Havrys.AND@gmail.com	www.ubgd.lviv.ua/

¹ Inter-institutional agreements can be signed by two or more higher education institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions (HEI) from Erasmus+ programme countries should indicate their Erasmus code while Partner Countries HEI should mention the city where they are located.

B. Mobility numbers³ per academic year

FROM ⁴ [Erasmus code or city of the sending institution]	TO ⁴ [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of the teaching periods or average duration*]	Staff Mobility for Training *
UK KINGSTO01	LVIV	85	Civil Defence Emergency preparedness Disaster management	1 WEEK	
LVIV	UK KINGSTO01	85	Civil Defence Emergency preparedness Disaster management	6 WEEKS	3 WEEKS

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 or city]	Optional: Subject area	Main language of instruction	Additional language of instruction	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
UK KINGSTO01	Same as in b)	English			B2
LVIV	Same as in b)	English			B2

³ 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>)

⁴ See Common European Framework of Reference for Languages

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁵ of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

http://eacea.ec.europa.eu/funding/2014/call_he_charter_en.php

The higher education institution(s) located in a **partner country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **partner country** of Erasmus further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support

⁵ Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

grants. See the information / insurance section for contact details.

- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Any additional requirements

F. Calendar

1. Applications/information on nominated staff exchanges must reach the receiving institution by:

Receiving institution	Autumn term*	Spring term*
UK KINGSTO01	15 th September	4 TH January
LVIV	15 th September	16 th December

2. The receiving institution will send its decision within 2 weeks.
3. A Transcript of Continuing Professional Development Records will be issued by the receiving institution no later than 3 weeks after the mobility period has finished at the receiving HEI.
4. Termination of the agreement

This Agreement may be cancelled by either Party in writing with a notice of at least one academic year. In the event that the Agreement is not renewed or is terminated in any other way, any related activities in progress shall continue until the current academic year in which the termination takes place is completed. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information

1. Grading systems of the institutions

This is a staff mobility agreement, and grading systems employed at each institution will form part of the staff study on mobility visits.

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 or city]	Contact details (e-mail, phone)	Website for information
UK KINGSTO01	European and Study Abroad Office esao@kingston.ac.uk +44 (0)20 8417 3645	http://www.kingston.ac.uk/visitingstudents
LVIV	St.Kleparivska 35, 79000 Lviv (Ukraine) tel. (032) 233-32-40 – man on duty in University tel./fax (032) 233-00-88 – office	www.ubgd.lviv.ua/

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 or city]	Contact details (e-mail, phone)	Website for information
UK KINGSTO01	European and Study Abroad Office esao@kingston.ac.uk +44 (0)20 8417 3645	http://www.kingston.ac.uk/visitingstudents
LVIV	St.Kleparivska 35, 79000 Lviv (Ukraine) tel. (032) 233-32-40 – man on duty in University tel./fax (032) 233-00-88 – office	www.ubgd.lviv.ua/


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 or city]	Contact details (e-mail, phone)	Website for information
UK KINGSTO01	European and Study Abroad Office esao@kingston.ac.uk +44 (0)20 8417 3645	http://www.kingston.ac.uk/visitingstudents
LVIV	St.Kleparivska 35, 79000 Lviv (Ukraine) tel. (032) 233-32-40 – man on duty in University tel./fax (032) 233-00-88 – office	www.ubgd.lviv.ua/

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature
UK KINGSTO01	Martyn Jones, Deputy Vice- Chancellor (International)	16 Jun 16	
PIC 931432219	Rector LSU LS Prof. Mykhaylo Kozyar	16/12/2015	