



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Learning mobility for higher education students and staff**

**between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme**

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. **This agreement is valid for the Erasmus+ call years 2022-2025 in:**

- KA171

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the [Erasmus Charter for Higher Education](#)² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the [principles of GDPR](#)³ and in line with the technical standards of the [European Student Card Initiative](#)⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

¹ Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

² https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³ https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
Saarland University	D SAARBRU01	Erasmus+ Project Coordinator: Dr. Ekaterina Klüh Universität des Saarlandes International Office Postfach 151150 D- 66041 Saarbrücken Tel.: +49 681 302 71106 Fax: +49 681 302 71101 Email: e.klueh@io.uni-saarland.de	General: www.uni-saarland.de/io Faculty/faculties: https://www.uni-saarland.de/en/university/organization/faculties.html Course catalogue: https://www.lsf.uni-saarland.de
Petro Mohyla Black Sea National University	Mykolajiv	Institutional Coordinator Prof. Alla Koval Vice-rector for Scientific Work and International Cooperation E-mail: alla.koval@chmnu.edu.ua	General: https://chmnu.edu.ua/partner/ Faculty/faculties: https://chmnu.edu.ua/category/fakulteti/ ; https://chmnu.edu.ua/category/fakulteti/institut-filologiyi/ ; https://chmnu.edu.ua/category/fakulteti/na

⁵ Higher education institutions (HEIs) from Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p>Administrative Responsible</p> <p>Yevhen Servatynskyi</p> <p>Senior Specialist of the International Relations Office</p> <p>E-mail: fordep@chmnu.edu.ua</p> <p>+380512767191</p>	<p>vchalno-naukovij-tsentri-shkola-zhurnalistiki/;</p> <p>https://chmnu.edu.ua/category/fakulteti/institut-derzh-upravlinnya/ ;</p> <p>https://chmnu.edu.ua/category/fakulteti/fakultet-komp-yuternih-nauk/ ;</p> <p>https://chmnu.edu.ua/category/fakulteti/fakultet-ekonomichnih-nauk/ .</p> <p>Course catalogue: https://chmnu.edu.ua/partneri/</p>
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2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement. In case of later updates in the mobility data, the partners agree to accept informal communication means (exchanges of emails as written proof).

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subj ect area ISCED CODE ⁷ (optio nal)	Subject area NAME (optional)	Study cycle [short cycle, 1st , 2nd or 3rd] (optional)	Number of mobility periods			
					Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]	Staff Mobility [Specify here total number of staff]	Staff Mobility [Specify here total number of days]
MYKOLAIV	D SAARBRU01	023 07	Languages Engineering, manufacturi ng and construction	1st, 2nd, 3rd	2 students	up to 6 months each		
		023 07	Languages Engineering, manufacturi ng and construction				2 persons	7 days each (8 hours teaching per person)

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

D SAARBRU01	MYKOLAIV	023 07	Languages Engineering, manufacturi ng and construction	1st, 2nd, 3rd	2 students	up to 6 months each		
		023 07	Languages Engineering, manufacturi ng and construction				2 persons	7 days each (8 hours teaching per person)

Short-term or blended mobility option for doctoral students

By checking this box, the partners confirm that they are willing to exchange doctoral students who wish to carry out a short-term physical mobility (in combination with a virtual component as an option).

3. 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 skills⁸ at the start of the mobility period (see also section 5 “Preparation and Support”).

⁸ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
DSAARBRU01		German	English	B1	B2
MYKOLAIV		English	Ukrainian	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- 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.

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code or city]	Term duration	Deadline ⁹
DSAARBRU01	Winter Term: from April, 1 to July, 31 Spring Term: from October, 1 to February, 28/29	June, 15 December, 15
MYKOLAIV	Winter Term: from September to December Spring Term: from January to June	June 15 th (Nomination and Application Deadline) November 30 th(Nomination and Application Deadline)

The receiving institution will send its decision within [x] weeks and no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

⁹ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
DSAARBRU01	Dr. Ekaterina Klüh Email: e.klue@io.uni-saarland.de Tel.: +49 681 302 71106	https://www.uni-saarland.de/global/welcome-center/vorbereitung/immatrikulation.html
MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international-department/

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code) EQF level Transcript of Records	
CV	Personal profile/ introduction of the applicant/ suitability for the teaching and research area	
Motivation letter	Motivation for the study abroad	
Inclusion measures ¹⁰	Targeted categories of participants with fewer	

¹⁰ You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here:
https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

	opportunities (see Erasmus+ Programme Guide) To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process. According to the ERASMUS+ guidelines	
Other		

6. Preparation and support

The Higher Education Institution(s) in a Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the [Erasmus Student Charter](#)¹¹.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.

¹¹ The Erasmus Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	DSAARBRU01	Welcome Center Sina Vogel Email: welcome(at)uni-saarland.de Phone: +49 681 302-71128	https://www.uni-saarland.de/global/welcome-center/wohnen.html
	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/pro-universitet/
Language Support	DSAARBRU01	International Study Centre Saar (ISZ Saar) Dr. Oxana Brandes Email: deutschkurse@isz.uni-saarland.de Phone: +49 681 302 71116	https://www.uni-saarland.de/en/global/german-courses.html
	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international_students/
Visa	DSAARBRU01	International Office Dr. Ekaterina Klüh Email: e.klue@io.uni-saarland.de Tel.: +49 681 302 71106	

	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international_students/
Insurance	DSAARBRU01	Welcome Center Sina Vogel Email: welcome(at)uni-saarland.de Phone: +49 681 302-71128	https://www.uni-saarland.de/en/global/welcome-center/first-steps/insurance.html
	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international_students/
Inclusion of participants with fewer opportunities	DSAARBRU01	Equal Opportunities and Diversity Management Unit Estelle Klein-Frey Email: chancengleichheit@uni-saarland.de Tel.: +49 681 302 5028	https://www.uni-saarland.de/en/administration/diversity/translate-to-english-ueber-uns.html
	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international_students/
Mentoring	DSAARBRU01	Zentrum für Internationale Studierende Beate Meinck	https://www.uni-saarland.de/en/global/welcome-center/intercultural-life/you-me.html

		Email: b.meinck@io.uni-saarland.de Phone: +49 681 302-71113	
	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international_students/
Grant payments	DSAARBRU01	International Office Dr. Ekaterina Klüh Email: e.klue@io.uni-saarland.de Tel.: +49 681 302 71106	
	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international_students/
Alumni information	DSAARBRU01	International Office Dr. Ekaterina Klüh Email: e.klue@io.uni-saarland.de Tel.: +49 681 302 71106	https://www.uni-saarland.de/en/global/alumni/translate-to-englisch-alumni-mentoring/alumni-mentoring-scheme-information-for-students.html
	MYKOLAIV	Yevhen Servatynskyi fordep@chmnu.edu.ua +380512767191	https://chmnu.edu.ua/category/international-department/

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed

European Credit Transfer and Accumulation System
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- 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 non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - o Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - o 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.
 - o Providing staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#)¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

D SAARBRU01: grading system

	Excellent	Very good	Good	Satisfactory	Sufficient	Insufficient failure
ECTS	A	B	C	D	E	FX/F*
D (General)	1,0 - 1,5	1,6 - 2,0	2,1 - 3,0	3,1 - 3,5	3,6 - 4,0	4,1 - 5,0
D (UdS: specific departments)	14, 15	12, 13	10, 11	7, 8, 9	4, 5, 6	< 4-
D (UdS: Jura)	17, 18	15, 16	13, 14	7-9/10-12**	4, 5, 6	< 4-
D (UdS: BWL/VWL)	1,0 - 1,5	1,6 - 2,0	2,1 - 3,0	3,1 - 3,5	3,6 - 4,0	4,1 - 5,0

* FX=Fail, some more work required before the credit may be awarded; F=Fail, considerable further work is required before the credit may be awarded

** = very satisfactory (voll befriedigend)

UdS: Universität des Saarlandes

International Office – Universität des Saarlandes, January 2014.

MYKOLAIV – Petro Mohyla Black Sea National University

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

Information on the ECTS – Grading system

<u>ECTS Grade</u>	<u>Points</u>	<u>ECTS Definition</u>
A	90 – 100	Excellent
B	82 – 89	Very Good
C	75 – 81	Good
D	67 – 74	Satisfactory
E	60 – 66	Satisfactory
FX	35 – 59	Fail
F	1 – 34	Fail

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
MYKOLAIV		https://chmnu.edu.ua/category/pro-universitet/

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

In the event of termination, 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”.



Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
MYKOLAIV	Semester dates	MYKOLAIV 1. Semester dates:	https://chmnu.edu.ua/category/pro-universitet/
D SAARBRU01	Semester dates	D SAARBRU01: 1. Semester dates:	https://www.uni-saarland.de/en/division/ls/dates.html

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
D SAARBRU01	Dr. Ekaterina Klüh Project Coordinator Erasmus+ KA171	26.09.2022	
MYKOLAIV	Petro Mohyla Black Sea National University, Prof.,dr. Rector Leonid KLYMENKO	26.09.2022	

¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

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