



Erasmus+ Programme

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

Inter-institutional agreement between programme countries

Agreement duration: 2014 - 2029

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	Institutional Coordinator Contact details (email, phone)	Departmental Coordinator Contact details (email, phone)	Website (eg. of the course catalogue)
Aristotle University of Thessaloniki	G THESSAL01	Institutional Coordinator/Head of the Office: Full name: Georgiadou Ioanna Address: Department of European Educational Programmes, Administration Building, 54124, Thessaloniki, Greece Tel: +30 2310 995293 Fax: +30 2310 995292 Email: Erasmus-agreements@auth.gr	Departmental Coordinator: Full name: Associate Professor Kosmides Timoleon Department: School of Law Address: Tel: +302310996553 Fax: Email: tkosmides@law.auth.gr	General University Webpage: http://www.auth.gr For Erasmus+ students: http://www.eurep.auth.gr/index.php?lang=en Course catalogue: http://qa.auth.gr/en/studyguide/
Univerza v Ljubljani	SI LJUBLJA01	Institutional Coordinator/Head of International	Departmental Coordinator: Full name: Professor	General University Webpage:

Inter-institutional agreement between programme countries

		Office: Full name: Ovaska- Presetnik Bibi Address: University of Ljubljana, Kongresni trg 12, 1000 Ljubljana, Slovenia Tel: 00 3861 2418594 Fax: 00 3861 2418592 Email: intern.office@u ni-lj.si	Ticar Luka Address: Faculty of Law, Poljanski nasip 2, 1000 Ljubljana, Slovenia Tel: 00386 1 420 31 35; 00386 1 420 32 23 Email: erasmus@pf.uni-lj.si; darja.rabzelj@pf.uni- lj.si	http://www.uni-lj.si/ For Erasmus students: http://www.uni-lj.si/international_cooperation_and_exchange/contacts/ Course catalogue: http://www.uni-lj.si/international_cooperation_and_exchange
--	--	---	---	---

B. Mobility numbers per academic year

FROM [Erasmus code of the sending instituti on]	TO [Erasmus code of the receiving instituti on]	Subje ct area code [ISCED]	Subject area name	Study cycle [short cycle, 1st , 2nd or 3rd]	Student Mobility for Studies [number of students x number of months per student]	Student Mobility for Trainee ships	Blended mobility option
G THESS AL01	SI LJUBLJA0 1	0428 (380)	0428 (380) - Law	1st 2nd 3rd	2 students x 12 months		No
SI LJUBLJA0 1	G THESS AL01	0428 (380)	0428 (380) - Law	1st 2nd 3rd	2 students x 12 months		No

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subje ct area code [ISCED]	Subject area name	Study cycle [short cycle, 1st , 2nd or 3rd]	Staff Mobility for Teaching [number of staff members x number of days per staff member]	Staff Mobility for Training
G THESSAL01	SI LJUBLJA01	0428 (380)	0428 (380) - Law	1st 2nd 3rd	1 staff member x 5 days	
SI LJUBLJA01	G THESSAL01	0428 (380)	0428 (380) - Law	1st 2nd 3rd	1 staff member x 5 days	

Additional information:

C. Recommended language skills

Inter-institutional agreement between programme countries

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	Student Mobility for Studies [Minimum recommended level: B2]	Staff Mobility for Teaching [Minimum recommended level: B2]
G THESSAL01		Greek	English	C1 - Effective Operational Proficiency	
G THESSAL01		Greek	English		C2 - Mastery
G THESSAL01		Greek	German		C2 - Mastery
SI LJUBLJA01		Slovenian	English	B2 - Vantage	
SI LJUBLJA01		Slovenian	English		C1 - Effective Operational Proficiency

For more details on the language of instruction recommendations, see the course catalogue of each institution

D. Additional requirements

1. Aristotle University of Thessaloniki:

Courses at Aristotle University of Thessaloniki are normally taught in Greek. However, there are courses in other languages too, especially at the Foreign Language Faculties, Faculty of Law (courses in English, French and German language), School of Journalism & Mass Communication, and School of Economics. In all other cases, there are special arrangements for LLP/Erasmus students, such as assignment of essays in English with the use of English bibliography in small groups of students.

Information concerning courses and other academic matters can be obtained at the web site of the University <http://www.auth.gr/en/faculties>

Greek Language courses for Erasmus+ students

There are courses organized specifically for Erasmus+ students with the support of the EU at the beginning of each semester: in October and in March (beginners' level). Moreover there are on-line courses at the beginning of each semester.

You can find more information at the School of Modern Greek Language of AUTH:

<http://smg.web.auth.gr/wordpress/?lang=en>

Information on the website: http://ec.europa.eu/education/erasmus/doc902_en.htm

Students with disabilities

Social and Health Policy Committee of AUTH was established in 1997 with the aim to facilitate students with disabilities. Services have been developed and updated according to European and International standards. There are several fields that Social and Health Policy Committee is getting

Inter-institutional agreement between programme countries

involved, always aiming to make student life easier so that all students can focus on their academic demands.

Services available	
Students with visual impairment	- Converting books or notes in any file the student is using to study (text to speech, print them in Braille etc)
Students with hearing disabilities	- Interpretation in Greek Sign language everywhere in the campus of our University during working hours. - Unfortunately we do not provide interpretations in other foreign sign languages.
Students with mobility disabilities	- We provide transportation to students with mobility disabilities from their residences to the campus and vice versa in an everyday basis.
Services to all students	- blood donation days - connect students with other institutions so that they will be given the professional care they need depending on their issue.

Social and Health Policy Committee is always personalizing its services adjusting them to the needs and wills of every single student.

Contact details: Tel. (+30) 2310 995360, (+30) 2310 995386, (+30) 2310 991376
E-mail: socialcom@ad.auth.gr

2. Univerza v Ljubljani

Nomination and Online application procedure

- The sending institution has to inform the central International Office at the receiving institution about nominated incoming students, which testify that the students have been selected for the Erasmus+ Programme. Nominations should be sent by e-mail to: intern.office@uni-lj.si
- Incomings students will then be informed by the International Office of the receiving institution about the online application procedure.

Arrival

- Incoming students should participate in the introduction meeting at the Faculty of Law in Ljubljana at the beginning of the semester. Students will be informed about the exact date and time of the meeting by e-mail.

Staff

- Incoming teaching staff must be individually accepted by the Faculty that coordinates the bilateral agreement. The acceptance will be based on the candidate's working plan and its adequacy to the teaching programme of the department.
- Incoming non-teaching staff must be individually accepted by the International Office based on the proposed working plan. The International Office will check the availability of the concerned department, service or unit.

Students/Staff with disabilities

University of Ljubljana will try to provide the appropriate infrastructure to welcome students and staff with disabilities.

Agreements

- For modification or renewals of inter-institutional agreements, please contact the International Office of the University of Ljubljana, Faculty of Law (Ms. Darja Rabzelj, erasmus@pf.uni-lj.si).

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
G THESSAL01	30th June	30th November
SI LJUBLJA01	May 15	November 15

Aristotle University of Thessaloniki:

2. Following the receipt of the paper application (printed online application), AUTH will send its decision within 4-6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.

Univerza v Ljubljani

2. Application/nomination procedure:

1. Partner university should nominate students to the Office of International Relations of the University of Ljubljana. The nominations should be sent to intern.office@uni-lj.si
2. After partner university nomination exchange students should fill in an [online application](#). There is no need to send a paper copy of the application.
3. At the end of the online application students will find the necessary documents to upload to

the application: Transcript of Records (of your home university), Learning Agreement and Language Certificate. Student application will be processed after students have followed all the steps of the application system and entered all the required information.

4. After the host institution will receive student's application and approval of student's host department has approved your application, we will send you an Acceptance letter and information on living and studying in Ljubljana.

The receiving institution will send its decision within 8 weeks.

3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

In the event 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 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."

F. Information

1. Grading systems of the institutions

Aristotle University of Thessaloniki:

A scale of 1 to 10 applies to the marks of each subject in the Hellenic Higher Education

8,5-10	Άριστα (Arista) - Excellent
6,5-8,49	Λίαν Καλώς (Lian Kalos) - Very Good
5,00-6,49	Καλώς (Kalos) - Good
0-4,99	Ανεπιτυχώς (Anepitychos) - Fail

Univerza v Ljubljani

ECTS and institutional grading scale:

http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

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
G THESSAL01	Incoming Students: Ms. Sofia Furlari tel. +30 2310995166 Ms. Vasiliki Mpoukla tel. +30 2310 991391	http://www.eurep.auth.gr/index.php?lang=en

Inter-institutional agreement between programme countries

	email: erasmus-incoming@auth.gr	
SI LJUBLJA01	Incoming: intern.office@uni-lj.si Tel: 00 3861 2418592 Outgoing: student.office@uni-lj.si Tel: 00 386 1 2418594	http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

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
G THESSAL01	Incoming Students: Ms. Sofia Fourlari tel. +30 2310995166 Ms. Vasiliki Mpoukla tel. +30 2310 991391 email: erasmus-incoming@auth.gr	http://www.eurep.auth.gr/index.php?lang=en
SI LJUBLJA01	Incoming: intern.office@uni-lj.si Tel: 00 3861 2418592 Outgoing: student.office@uni-lj.si Tel: 00 386 1 2418594	http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

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:

Inter-institutional agreement between programme countries

Institution [Erasmus code]	Contact details (email, phone)	Website for information
G THESSAL01	Incoming Students: Ms. Sofia Furlari tel. +30 2310995166 Ms. Vasiliki Mpoukla tel. +30 2310 991391 email: erasmus- incoming@auth.gr	http://eurep.auth.gr/en/accommodation-list
SI LJUBLJA01	intern.office@uni-lj.si Tel: 00 3861 2418592	http://www.uni-lj.si/international_cooperation_and_exchange/incoming_students/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
G THESSAL01	Prof. Dr. Despo Ath. Lialiou Deputy Rector		
SI LJUBLJA01	Prof. dr. Bojko Bučar, Dean of the Faculty of Pthe Faculty of Social Sciences by the Authorisation of the Rector		