



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 2020/2021-2024/25 in:

- KA131
- 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. Information about the higher education institutions

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

Name of the institution (and department where relevant)	Erasmus code or city ³	Contact details ⁴ (email, phone)	Websites
V.N. Karazin Kharkiv National University PIC NUMBER: 986260984 OID NUMBER: E10175429	KHARKIV	Natalya Oliynyk Head of the International Relations Office, E-mail: int.relations@karazin.ua International Coordinator Alina Yakovenko Mobility Office Coordinator Svobody Square, 6, 61022, Kharkiv, Ukraine E-Mail: int.dep@karazin.ua Tel.: +38 050 8294559 Administrative office email: Int.relations@karazin.ua	General: https://karazin.ua/en/ Faculty/faculties: https://karazin.ua/en/fakulteti-ta-instituti/ Course catalogue: https://karazin.ua/en/
IMC	A KREMS03	Head of International Relations Mag. (FH) Iris Waringer, MSc (WU)	General: Interhttps://www.fh-

³ Higher education institutions (HEIs) from EU 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.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>Fachhochschule Krems</p> <p>OID: E10054647</p>		<p>Iris.waringer@fh-krems.ac.at, +4366488245058</p> <p>International Welcome Center / Incoming Students Mrs. Doris Molnar and Ms. Bianca Braun, BA welcome@fh-krems.ac.at, +432732802526</p> <p>Partner Universities Ms. Brigitte Grabler, MA international@fh-krems.ac.at, +432723802200</p> <p>Outgoing Students Ms. Regina Parzer international@fh-krems.ac.at, +432723802511</p> <p>Erasmus+ Ms. Katrin Burchhart, BA erasmus@fh-krems.ac.at, +432732802148</p>	<p>krems.ac.at/internationalitaet/nationalitaet im Überblick IMC FH Krems (fh-krems.ac.at)</p> <p>Faculty/faculties: Allehttps://www.fh-krems.ac.at/studium/ FH-Studiengänge im Überblick IMC FH Krems (fh-krems.ac.at)</p> <p>Course Catalogue: Austauschsemester an der FH Krems IMhttps://www.fh-krems.ac.at/internationalitaet/incoming-exchange-studierende/#kursauswahl C FH Krems (fh-krems.ac.at)</p>
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Mobility numbers per academic year

The partners agree to update the mobility data regularly and in writing.

Number of student and staff mobility periods

	<i>Subject area</i> ISCED CODE ⁷	<i>Subject area</i> NAME	<i>Study cycle</i>	Number of mobility periods <i>Student Mobility</i> <i>Staff Mobility</i>	
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⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

city	or	(optional)	(optional)	[short cycle, 1st, 2nd or 3rd] (optional)	for studies 1 = 5 months per academic year	STA or STT 1=5 days per academic year
V.N. Karazin Kharkiv National University	A KREMS03	0410	Business Administration	1 st	4x5 months	2x5 days
A KREMS03	V.N. Karazin Kharkiv National University	0410	Business Administration	1 st	tbd	2x5 days

2. 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^a at the start of the mobility period (see also section 5 "Preparation and Support").

^a 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 <i>[Minimum recommended level in at least one of the languages: B1]</i>	Staff Mobility <i>[Minimum recommended level in at least one of the languages for teaching: B2]</i>
V.N. Karazin Kharkiv National University		English	Ukrainian	English: B1 Ukrainian: B1	Staff Mobility for Teaching: B2 Staff Mobility for Training: B2
A KREMS03		English	German	English: B2 German: C1	Staff Mobility for Teaching: C1 Staff Mobility for Training: 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.

3. 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.

4. 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
V.N. Karazin Kharkiv National University	Winter Term: September 1 st – January 31 st Spring Term: February 1 st – June 30 th	Winter Term: June 1 st Spring Term: November 1 st
A KREMS03	Winter Term: September 1 st – January 31 st Spring Term: February 1 st – June 30 th	Winter Term: May 1 st Spring Term: November 1 st

A KREMS03: The receiving institution will send its decision within 4 weeks and no later than 5 weeks.

XX: The receiving institution will send its decision within 4 weeks, no later than 5 weeks.

An official acceptance letter will be sent within 8 weeks after the application deadline.

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:

Application procedure

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

Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
V.N. Karazin Kharkiv National University	Int.dep@karazin.ua	https://karazin.ua/en/
A KREMS03	International Welcome Center Bianca Braun, BA welcome@fh-krems.ac.at +432732802526	Exchange semester https://www.fh-krems.ac.at/en/international-focus/exchange-semester-at-imc-krems/#applications at IMC Krems IMC Krems (fh-krems.ac.at)

Selection criteria		
Requirement	Details	Contact Details
Academic requirements:	<p>Transcript of Records: a Transcript of Records from 2 previous Semesters has to be submitted to erasmus@fh-krems.ac.at</p> <p>CV and Letter of Motivation</p> <p>Erasmus+ application form</p>	<p>Head of International Relations</p> <p>Mag. (FH) Iris Waringer, MSc (WU) iris.waringer@fh-krems.ac.at +4366488245058</p>
Inclusion measures	<p>The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en</p> <p>To further enhance the inclusion dimension of KA 171, partners are encouraged to discuss indicative targets for students with fewer opportunities during selection process</p>	

5. Preparation and support

The Higher Education Institution(s) in an EU 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](#)¹⁰.

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.
- 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**.
- 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.

Activity	Responsible	Start/End	Frequency
Information sessions for incoming mobile participants	International Office	September	Once
Orientation week for incoming mobile participants	International Office	September	Once
Mentoring arrangements for incoming mobile participants	International Office	September	Once
Integration of incoming mobile participants into the wider student community	International Office	September	Once
Dissemination of Erasmus+ mobility experiences	International Office	September	Once

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation Visa Insurance	A KREMS 03	International Welcome Center Ms. Doris Molnar and Bianca Braun, BA welcome@fh-krems.ac.at +432732802526	Exchange semesters at IMC Krems IMC Krems (fh-krems.https://www.fh-krems.ac.at/en/international-focus/exchange-semester-at-imc-krems/#overviewac.at)
Accommodation Visa Insurance	KHARKIV	Int.dep@karazin.ua	https://karazin.ua/en/
Inclusion of participants with fewer opportunities	A KREMS 03	Mag. (FH) Heide Hoda Heide.hoda@fh-krems.ac.at +432732802207	studying-at-imc-krems-information-for-students-withhttps://www.fh-krems.ac.at/fileadmin/public/downloads/bewerbung/studying-at-imc-krems-information-for-students-with-disabilities-or-chronic-illness.pdf?static=true-disabilities-or-chronic-illness.pdf (fh-krems.ac.at)
Inclusion of participants with fewer opportunities	KHARKIV	Int.dep@karazin.ua	https://karazin.ua/en/
Grant payments	A KREMS03	Ms. Katrin Burchhart, BA erasmus@fh-krems.ac.at,	

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6. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. [the European Credit Transfer and Accumulation System.](#)]*

A KREMS03: ECTS (European Credit Transfer and <https://ec.europa.eu/education/resources-and-tools/european-credit-transfer-and-accumulation-system-ects> end Accumulation System (ECTS) | Education and Training (europa.eu))

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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 5 weeks after the assessment period has finished at the receiving HEI.
 - o Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

7. 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](#)¹¹. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

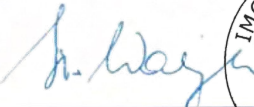



Institution [Erasmus code or city]	Website for information															
A KREMS03	international-student-guide.pdf (fh-krems.ac.at)															
KHARKIV	<table border="1"> <thead> <tr> <th>Points</th> <th>Four – scale evaluation</th> <th>Two- scale evaluation</th> </tr> </thead> <tbody> <tr> <td>1-49</td> <td>unsatisfactory</td> <td>not passed</td> </tr> <tr> <td>50-69</td> <td>satisfactory</td> <td rowspan="3">passed</td> </tr> <tr> <td>70-89</td> <td>good</td> </tr> <tr> <td>90-100</td> <td>excellent</td> </tr> </tbody> </table>	Points	Four – scale evaluation	Two- scale evaluation	1-49	unsatisfactory	not passed	50-69	satisfactory	passed	70-89	good	90-100	excellent		
Points	Four – scale evaluation	Two- scale evaluation														
1-49	unsatisfactory	not passed														
50-69	satisfactory	passed														
70-89	good															
90-100	excellent															

8. Termination of the agreement

The agreement shall be effective after signing by the authorised representatives of the two universities. The agreement shall be valid until 2027. Each party may terminate the agreement any time, after giving at least 6-months-notice to the other party. Exchange students who are already nominated and accepted by the host university shall not be affected by the termination of the agreement. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

¹¹ The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹²
A KREMS03	Mag. (FH) Iris Waringer, MSc (WU) Head of International Relations	13.10.2022	 
V.N. Karazin Kharkiv National University KHARKIV	Anton PANTELEIMONOV Vice-President for Research and Teaching	13.10.2022	 

¹² Scanned copies of signatures or digital signatures may be accepted depending on the national legislation