



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff - Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2020 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 ¹ (email, phone)	Website (eg. of the course catalogue)
<p>University of Latvia</p> <p>Raina Blvd. 19 Riga LV - 1586 Latvia</p>	<p>LV RIGA01</p>	<p>Institutional Coordinator: Alina Grzibovska International Relations Department Tel.: +371 6703 4334 Fax: +371 6724 3091 e-mail: ad@lu.lv</p> <p>Contact person in charge of this agreement: Prof. Juris Borzovs, Dr.habil.dat., CISA Faculty of Computing Tel.: +371 6703 4490 e-mail: juris.borzovs@lu.lv</p> <p>Departmental coordinator: Dr. dat., Doc. Darja Smite Faculty of Computing Tel.: +371 6703 4494 e-mail: darja.smite@lu.lv</p>	<p>http://www.lu.lv/eng/istudents/exchange/</p>

<p>Vilnius University Universiteto 3, LT-01513 Vilnius, Lithuania</p>	<p>LT VILNIUS01</p>	<p>University Erasmus coordinator: Milda Girdzijauskaitė Office of International Programmes and Relations Tel.: +370 5 268 7048 e-mail: milda.girdzijauskaite@cr.vu.lt</p> <p>Contact person in charge of this agreement: Prof. Dr. Valentina Dagienė Dept. of Informatics Methodology, Inst. of Mathematics and Informatics, VU, Akademijos str. 4, Vilnius, LT-08663 Vilnius, Lithuania Tel. +370 5 210 9732, E-mail: valentina.dagiene@mii.vu.lt</p> <p>Academic coordinator: dr. Saulius Maskeliūnas VU IMI, Akademijos str. 4, Vilnius, LT-08663 Vilnius, Lithuania Tel: +370 5 2109342 E-mail: saulius.maskeliunas@mii.vu.lt</p>	<p>Contact details: http://www.vu.lt/en/studies/contacts Information for incoming students: http://www.vu.lt/en/studies/exchange-students Course catalogue: http://www.vu.lt/en/studies/exchange-students/courses-taught-in-foreign-languages</p>
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B. Mobility numbers² per academic year

[Paragraph to be added, if the agreement is signed for more than one 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.]

² 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>

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 *
LV RIGA01	LT VILNIUS01	061	Information and Communi- cation Technologies (ICTs)	1 st , 2 nd , 3 rd	1 student x 5 months	Only by individual agreement
LT VILNIUS01	LV RIGA01	061	Information and Communi- cation Technologies (ICTs)	1 st , 2 nd , 3 rd	1 student x 3 months	Only by individual agreement

*Optional: subject area code & name and study cycle are optional.

<http://www.uis.unesco.org/education/pages/international-standard-classification-of-education.aspx>

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 *
LV RIGA01	LT VILNIUS01	061	Information and Communication Technologies (ICTs)	2 persons x 1 week x min. 5 teaching hours	Only by individual agreement
LT VILNIUS01	LV RIGA01	061	Information and Communication Technologies (ICTs)	2 persons x 1 week x min. 5 teaching hours	Only by individual agreement

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
LV RIGA01	061	Latvian for all programs	English for several programs and courses for exchange students	English B1	English B2
LT VILNIUS01	061	English	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff.]

University of Latvia:

- Application documents received after application deadlines will not be accepted.
- In case, if the application documents aren't in Latvian, English, German or Russian language, the applicants have to add the authorized translation of these documents.
- Exchange studies for PhD students are organized according to individual plans.
- It is not possible for exchange students to defend their BA/MA/PhD thesis at the host university.
- Incoming international staff members should apply for visits to the departmental coordinators of the respective faculty (<http://www.lu.lv/eng/istudents/exchange/coordinators/>) with copy sent to the International Relations department (ad@lu.lv) of the University of Latvia.
- Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/ facilities available.

³ 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>

Vilnius University:

Information for incoming students: <http://www.vu.lt/en/studies/exchange-students>

Information for students with special needs: <http://www.vu.lt/en/studies/practical-information/56-studies/studies/2506>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
LV RIGA01	Nomination deadline: April 15 th Application deadline: May 15 th	Nomination deadline: October 15 th Application deadline: November 15 th
LT VILNIUS01	June 1	November 15

University of Latvia:

2. The receiving institution will send its decision within 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.

Vilnius University:

2. The receiving institution will send its decision within 2 weeks after the deadline.
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

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. 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. 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**

University of Latvia:

Grade	Meaning	Comments	Estimated corresponding ECTS grade
10	with distinction	Knowledge of the student is substantially higher than the estimated normal level.	A
9	excellent	Knowledge of the student is higher than the estimated normal level	A
8	very good	Knowledge corresponds to the highest expected level.	B
7	labi (good)	The student has mastered the subject deeply and with understanding, is progressing within the expected limits, but makes minor mistakes.	C
6	almost good	The student has generally succeeded in the course within the required limits, but he or she is either merely reproducing the knowledge rather than actively using it, or making more substantial mistakes.	D
5	satisfactory	Awarded to students, who are progressing within the limits of their individual abilities, generally are not behind the appropriate age group, but make substantial mistakes and reproduce the facts rather than analyse them.	E
4	almost satisfactory	The very last positive grade. Awarded to students, who do their best but still make grave mistakes and just reproduce most of the relevant material.	E/FX
3-1	unsatisfactory	Marks of different levels for students whose records are below the expected.	Fail

Vilnius University:

<http://www.vu.lt/en/studies/academic-information>

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
LV RIGA01	Sarmite.rutkovska@lu.lv + 371 6703 4336	http://www.lu.lv/eng/istudents/exchange/visas/
LT VILNIUS01	Office of International Programmes and Relations Email: trs@cr.vu.lt Phone: +370 5 2687150	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2503

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
LV RIGA01	Sarmite.rutkovska@lu.lv + 371 6703 4336	http://www.lu.lv/eng/istudents/exchange/advice/insurance/
LT VILNIUS01	Office of International Programmes and Relations Email: trs@cr.vu.lt Phone: +370 5 2687150	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2505



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
LV RIGA01	dormitory@lu.lv +371 6703 4337	http://www.lu.lv/eng/services/accommodation/
LT VILNIUS01	Agata Cesnovic, Accommodation Officer E-mail: agata.cesnovic@cr.vu.lt Tel.: +370 5 268 7168	http://www.vu.lt/en/studies/practical-information/81-studies/studies/practical-information/389-accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
LV RIGA01	Mrs. Alina Grzibovska Director of International Relations Department	21.08.2014	
LT VILNIUS01	Gintautas Dzemyda Director of the Institute of Mathematics and Informatics	22.08.2014	

⁴ Scanned signatures are accepted