



EUROPEAN UNION

Erasmus+

Enriching lives, opening minds.

2021-2027

# Erasmus+ Programme

УНИВЕРЗИТЕТ У НОВОМ САДУ

Број 03-62130

27.1.2022 год.

НОВИ САД

Др Зорана Ђинђић 1

## Bilateral Inter-Institutional Agreement

### Key Action 1

### Learning Mobility for Higher Education Students and Staff

### among EU Member States and third countries associated to the Programme <sup>1</sup>

The institutions 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, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

### Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

### Grading systems of the institutions

NOVI SAD - RS NOVISAD02 - <http://www.uns.ac.rs/index.php/en/international-cooperation/students-exchange/academic-credit-system>

| Local grade | ECTS Grade | Definition         |
|-------------|------------|--------------------|
| 10          | A          | excellent          |
| 9           | B          | exceptionally good |
| 8           | C          | very good          |
| 7           | D          | good               |
| 6           | E          | sufficient         |
| 5           | F          | fail               |

<sup>1</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

## I ANCONA01 grading system

<https://procedure.opai.univpm.it/ects/>

### Validity period of the agreement

| Timeframe         | Academic Year* |
|-------------------|----------------|
| Start of validity | [2021/2022]    |
| End of validity   | [2028/2029]    |

### A. Information about the higher education institutions

| Name of the institution<br>(and department, where relevant) | Erasmus<br>code | Contact details <sup>2</sup><br>(email, phone)  | Websites<br>( General/Faculties/ Course<br>catalogue)   |
|---|-----------------|---|---|
| Università Politecnica delle Marche                         | I ANCONA01      | <p><b>Head of IRO<br/>(International Relations<br/>Office)</b><br/>Ms. Silvia Mangialardo, M.A.<br/>Email:<br/><a href="mailto:s.mangialardo@univpm.it">s.mangialardo@univpm.it</a><br/>Tel.: +39 071220 3020</p> <p><b>Erasmus Office Contacts<br/>Incoming Students</b><br/>Ms. Silvia Coppari, Ms.<br/>Gessica Cirenei<br/>Email:<br/><a href="mailto:erasmus.incoming@univpm.it">erasmus.incoming@univpm.it</a><br/>Tel.: +39 071220<br/>3015/3019</p> <p><b>Inter-Institutional<br/>Agreements</b><br/>Ms. Federica Cingolani<br/>Email:<br/><a href="mailto:f.cingolani@univpm.it">f.cingolani@univpm.it</a><br/>Tel.: +39 071220 3017</p> <p>IRO Address:<br/>Rectorate Building, 3<sup>rd</sup> floor,<br/>Via Menicucci 6, 60121<br/>Ancona (AN) Italy</p> | <p>Homepage:<br/><a href="https://www.univpm.it/Entra/Universita_Politecnica_delle_Marche_Home/L/1">https://www.univpm.it/Entra/Universita_Politecnica_delle_Marche_Home/L/1</a></p> <p>International Section:<br/><a href="https://www.univpm.it/Entra/International">https://www.univpm.it/Entra/International</a></p> <p>Erasmus Incoming Students'<br/>Section:<br/><a href="https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility">https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility</a></p> <p>Courses:<br/><a href="https://www.univpm.it/Entra/Offerta_formativa_1?combo4=0">https://www.univpm.it/Entra/Offerta_formativa_1?combo4=0</a></p> |

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.



|  |              |  |   |
|--|--------------|--|---|
| University of Novi Sad<br>Faculty of Medicine Novi Sad | RS NOVISAD02 | Academic Coordinator:<br><b>Prof.Dr. Goran Stojiljković</b><br>Vice Dean for International Relations<br><a href="mailto:dekan@mf.uns.ac.rs">dekan@mf.uns.ac.rs</a><br>Phone: +381 21 420 677<br>Fax: +381 21 66 24 153<br>Administrative Coordinator:<br><b>Dubravka Klajić, i.r.o.</b><br><a href="mailto:dubravka.klajic@mf.uns.ac.rs">dubravka.klajic@mf.uns.ac.rs</a><br>Phone: +381 21 420102<br>Fax: +381 21 66 24 153 | <a href="http://www.uns.ac.rs/index.php/en/">http://www.uns.ac.rs/index.php/en/</a><br><a href="http://www2.mf.uns.ac.rs/en/index.php">http://www2.mf.uns.ac.rs/en/index.php</a><br><br>MEDICINE<br><a href="http://www2.mf.uns.ac.rs/en/medicina.php">http://www2.mf.uns.ac.rs/en/medicina.php</a><br><br>DENTISTRY<br><a href="http://www2.mf.uns.ac.rs/en/stomatologija.php">http://www2.mf.uns.ac.rs/en/stomatologija.php</a> |
|--|--------------|--|---|

## B. Mobility numbers<sup>3</sup> 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.]**

| FROM<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code<br>(optional)*<br>[ISCED] | Subject area name<br>(optional)* | Study cycle<br>[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]<br>(optional)* | Number of student mobility periods                         |  |   |   |
|---|---|---|----------------------------------|--|--|--|---|---|
|   |   |   |                                  |  | Student Mobility for Studies<br>[total number of students] | Student mobility for Studies<br>[total number of months] | Student Mobility for Traineeships (optional)*<br>[total number of students] | Student Mobility for Traineeships (optional)*<br>[total number of months] |
| I ANCONA01  | RS NOVISAD02                                      | 0912,0911                                   | Medicine, Dentistry              | 2 <sup>nd</sup>  | 6 X 10 MONTHS  | 60   | 6 X 2 MONTHS  | 12  |
| RS NOVISAD02                                      | I ANCONA01  | 0912,0911                                   | Medicine, Dentistry              | 2 <sup>nd</sup>  | 6 X 10 MONTHS  | 60   | 6 X 2 MONTHS  | 12  |

### ☒ Short-term blended mobility option for students

**Important: Personal presence of the student at the exam at the Faculty of Medicine Novi Sad is mandatory. Online examination is not possible according to Serbian legislation.**

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

<sup>3</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:

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

| FROM<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code (optional)*<br>[ISCED] | Subject area name (optional)* | Number of staff mobility periods                       |   |  |   |
|---|---|--|-------------------------------|--|---|--|---|
|   |   |  |                               | Staff Mobility for Teaching<br>[total number of staff] | Staff Mobility for Teaching<br>[total number of days] | Staff Mobility for Training (optional)*<br>[total number of staff] | Staff Mobility for Training (optional)*<br>[total number of days] |
| I ANCONA01  | RS NOVISAD02                                      | 0912, 0911                               | Medicine, Dentistry           | 4 X 5 days each (minimum 8 teaching hours)             | 20  | 4 X 5 days each  | 4 X 5 days each   |
| RS NOVISAD02                                      | I ANCONA01  | 0912, 0911                               | Medicine, Dentistry           | 4 X 5 days each (minimum 8 teaching hours)             | 20  | 4 X 5 days each  | 4 X 5 days each   |

[\* Optional columns can be deleted if not applicable. Subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods can be indicated if relevant.]

### 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<br>[Erasmus code] | Optional: Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level <sup>4</sup>          |  |
|---|------------------------|---------------------------|---------------------------|---|--|
|   |                        |                           |                           | Student Mobility for Studies<br>[Minimum recommended level: B1] | Staff Mobility for Teaching<br>[Minimum recommended level: B2] |
| I ANCONA01                              | RS NOVISAD02           | Italian                   | Italian                   | B1*   | B2*  |
| RS NOVISAD02                            | I ANCONA01             | English                   | Serbian                   | B1  | B2   |

\*No certificate required

### D. Calendar

**Nominations of incoming students must reach the institution by:**

<sup>4</sup> 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>



| Receiving institution<br>[Erasmus code] | Autumn term*<br>[day/month]   | Spring term*<br>[day/month] |
|---|---|-----------------------------|
| RS NOVISAD02                            | June 30   | November 30                 |
| I ANCONA01                              | - WINTER SEMESTER / FULL A.Y. : 15 June - SPRING SEMESTER: 31 October |                             |

**Applications from incoming students must reach the institution by:**

| Receiving institution<br>[Erasmus code] | Autumn term*<br>[day/month]   | Spring term*<br>[day/month] |
|---|---|-----------------------------|
| I ANCONA01                              | - WINTER SEMESTER / FULL A.Y. : 15 June - SPRING SEMESTER: 31 October |                             |
| RS NOVISAD02                            | Sept 15 (I semester)  | 20 January (II semester)    |

#### **Application procedure for incoming students**

| Receiving institution<br>[Erasmus code] | Contact details<br>(email, phone)  | Website for information  |
|---|--|--|
| I ANCONA01                              | <a href="mailto:erasmus.incoming@univpm.it">erasmus.incoming@univpm.it</a>     | <a href="https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility">https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility</a>          |
| RS NOVISAD02                            | <a href="mailto:dubravka.klajic@mf.uns.ac.rs">dubravka.klajic@mf.uns.ac.rs</a> | <a href="https://www.mf.uns.ac.rs/En/Mobility.php">https://www.mf.uns.ac.rs/En/Mobility.php</a><br><a href="https://www.mf.uns.ac.rs/En/index_Eng.php">https://www.mf.uns.ac.rs/En/index_Eng.php</a> |

#### **E. Additional requirements**

| Receiving institution<br>[Erasmus code] | Requirement   | Details  | Website for information (if applicable)   |
|---|---|--|---|
| I ANCONA01                              | All relevant and updated information for inbound mobilities can be found <a href="#">here</a> . |  |   |
| RS NOVISAD02                            | *Academic requirements<br>*CV<br>*Motivation letter<br>*LA draft<br>*Passport copy              | Transcript of Records<br>English language certificate (optional) | <a href="http://www.uns.ac.rs/index.php/en/international-cooperation/students-exchange/organisation-of-mobility">http://www.uns.ac.rs/index.php/en/international-cooperation/students-exchange/organisation-of-mobility</a> |

The receiving institution will send its decision **no later than 5 weeks**.

## Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

| Receiving institution<br>[Erasmus code] | Available infrastructure adjusted for people with:   | Contact details (email, phone)   | Website for information  |
|---|--|--|--|
| I ANCONA01                              | <p>Assistance to students with special needs</p> <p>Università Politecnica delle Marche has set up a special welcome service targeted to the requirements of students with special needs enrolled in the courses of our university to make education, both here and abroad, easier and more accessible.</p> <p>For further details and contacts see:<br/> <a href="https://www.univpm.it/Entra/Servizi_agli_studenti/Accoglienza_diversamente_abili/L/1">https://www.univpm.it/Entra/Servizi_agli_studenti/Accoglienza_diversamente_abili/L/1</a> </p> |  |  |
| RS<br>NOVISAD02                         | <p>The Faculty of Medicine is equipped with the ramp at the entrance to the Faculty building</p> <p>Important notice:<br/>Regrettably, there is no elevator at the Faculty of Medicine and some clinics</p>  | <p>Phone: +381 (0)64 813-8787, (0)21 485-2041, 485-2043</p> <p>Contact person: Stefan Savić, mentor for students with disabilities</p> | <p><a href="http://www.uns.ac.rs/index.php/en/studies/students-services/for-students-with-disabilities">http://www.uns.ac.rs/index.php/en/studies/students-services/for-students-with-disabilities</a></p> |

## F. Information

### 1. 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<br>[Erasmus code] | Contact details (email, phone)  | Website for information   |
|-------------------------------|---|---|
| I ANCONA01                    | <p><b>Erasmus Office Contacts</b></p> <p><b>Incoming Students</b></p> <p><a href="mailto:erasmus.incoming@univpm.it">erasmus.incoming@univpm.it</a></p> <p>Tel.: +39 071220 3015/3019</p> | <p>Erasmus Incoming Students' Section:</p> <p><a href="https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility">https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility</a></p> |
| RS<br>NOVISAD02               | <p>Administrative Coordinator:</p> <p>Dubravka Klajić, i.r.o.</p> <p><a href="mailto:dubravka.klajic@mf.uns.ac.rs">dubravka.klajic@mf.uns.ac.rs</a></p>                                   |   |



|  |   |  |
|--|---|--|
|  | Phone: +381 21 420102<br>Fax: +381 21 66 24 153 |  |
|--|---|--|

## 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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<br>[Erasmus<br>code] | Contact details<br>(email, phone)  | Website for information  |
|----------------------------------|--|--|
| I ANCONA01                       | <b>Erasmus Office<br/>Contacts<br/>Incoming Students</b><br>Email:<br><a href="mailto:erasmus.incoming@univpm.it">erasmus.incoming@univpm.it</a><br>Tel.: +39 071220<br>3015/3019                    | Erasmus Incoming Students' Section:<br><a href="https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility">https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility</a> |
| RS NOVISAD02                     | Administrative<br>Coordinator:<br>Dubravka Klajić, i.r.o.<br><a href="mailto:dubravka.klajic@mf.uns.ac.rs">dubravka.klajic@mf.uns.ac.rs</a><br>Phone: +381 21<br>420102<br>Fax: +381 21 66 24<br>153 | <a href="https://www.studyinserbia.rs/en/living-in-serbia/visa-and-permits">https://www.studyinserbia.rs/en/living-in-serbia/visa-and-permits</a>  |

## 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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<br>[Erasmus<br>code] | Contact details<br>(email, phone)   | Website for information  |
|----------------------------------|---|--|
| I ANCONA01                       | <b>Erasmus Office<br/>Contacts<br/>Incoming Students</b><br>Email:<br><a href="mailto:erasmus.incoming@univpm.it">erasmus.incoming@univpm.it</a><br>Tel.: +39 071220<br>3015/3019 | Erasmus Incoming Students' Section:<br><a href="https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility">https://www.univpm.it/Entra/Internazionale/Incoming_mobility/Incoming_student_mobility</a> |

|                 |  |  |
|-----------------|--|--|
| RS<br>NOVISAD02 | Administrative<br>Coordinator:<br>Dubravka Klajić, i.r.o.<br><a href="mailto:dubravka.klajic@mf.uns.ac.rs">dubravka.klajic@mf.uns.ac.rs</a><br>Phone: +381 21 420102<br>Fax: +381 21 66 24 153 | Students are strongly recommended to get hold of an insurance policy -in order to get the Residence Permit they are in fact required to have an Health Insurance for the entire duration of their stay in Serbia. The health insurance policy can also be obtained by local insurance agencies upon their arrival. |
|-----------------|--|--|

#### 4. Additional information

| Receiving institution<br>[Erasmus code] | Information on recognition process / other useful information:                                  | Contact details (email, phone)  | Website for information |
|---|---|---|-------------------------|
| I ANCONA01                              | All relevant and updated information for inbound mobilities can be found <a href="#">here</a> . |   |                         |
| RS NOVISAD02                            |   | Administrative Coordinator:<br>Dubravka Klajić, i.r.o.<br><a href="mailto:dubravka.klajic@mf.uns.ac.rs">dubravka.klajic@mf.uns.ac.rs</a><br>Phone: +381 21 420102<br>Fax: +381 21 66 24 153 |                         |

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.

#### Any other information regarding the terms of the agreement (optional)

NOVI SAD:

##### **GUIDE FOR INCOMING ERASMUS STUDENT**

Link for all information regarding foreign students:

<http://www2.mf.uns.ac.rs/en/mobilnost.php>

<http://www2.mf.uns.ac.rs/en/index.php>

Course catalog:

MEDICINE - <http://www2.mf.uns.ac.rs/en/medicina.php>

DENTISTRY - <http://www2.mf.uns.ac.rs/en/stomatologija.php>

##### ACADEMIC CALENDAR

\*exact dates are published on the web site by September

##### I SEMESTER (15+1 weeks) - WINTER

|                  | Winter semester          | Non-working days   |
|------------------|--------------------------|--|
| I study year     | 01 October to 15 January | 11 November – Armistice Day  |
| II-VI study year | 08 October to 22 January | 01 and 02 January, New Year<br>07 January, Christmas (Ortodox)<br>15 and 16 February - Statehood Day<br>(National holiday) |

##### II SEMESTAR (15+1 weeks) - SPRING

|  | Spring semester 2018/2019 | Non-working days |
|--|---------------------------|------------------|
|--|---------------------------|------------------|

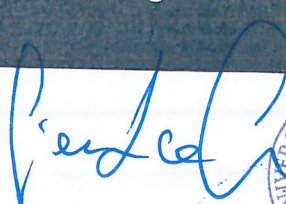
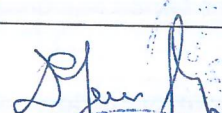



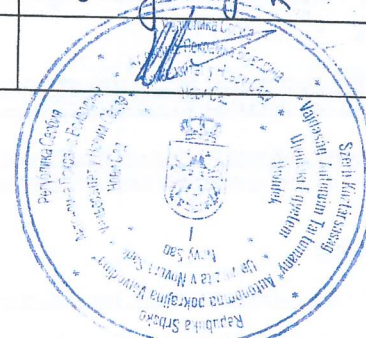
|                 |                        |   |
|-----------------|------------------------|---|
| All study years | 18 February to 10 June | Ortodox Easter<br>01 and 02 May – Labor Day |
|-----------------|------------------------|---|

### Termination of the agreement

*[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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."]*

### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution<br>[Erasmus code] | Name, function  | Date       | Signature <sup>5</sup>  |
|-------------------------------|---|------------|---|
| I ANCONA01                    | Prof. Gian Luca Gregori, Rector                               |            |    |
| RS NOVISAD02                  | Goran Stojiljkovic, Academic coordinator, Faculty of Medicine | 20-01-2022 |   |
|                               | Dejan Madic, Rector   |            |  |



<sup>5</sup> Scanned signatures are accepted