



Erasmus+ Programme

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

Inter-institutional agreement 2015-2021 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 (email, phone)	Website (eg. of the course catalogue)
Katholieke Universiteit Leuven Faculty of Theology and Religious Studies Sint-Michielsstraat 4 box 3100 B-3000 Leuven, Belgium	BLEUVEN01	Coordinator at the Faculty: Prof. Dr. Bénédicte Lemmelijn, Vice Dean for International Relations Benedicte.Lemmelijn@theo.kuleuven.be +32/16/32 38 10 - +32/16/32 38 67 or fax +32/16/32 38 58 Coordinator at KU Leuven: Elke Timmermans Elke.Timmermans@int.kuleuven.be +32/16/32 37 67	http://theo.kuleuven.be/en/prospective_students/Socrates-Erasmus-exchange ECTS Information package: http://www.kuleuven.be/education/ects/package.html
Catholic Theological Faculty – University of Sarajevo J. Stadlera 5, BiH – 71000 Sarajevo	University of Sarajevo	Coordinator: Prof. dr. Darko Tomasevic, Vice Dean; darko.tomasevic@gmail.com +387 33 533 516	http://www.kbf.unsa.ba/

B. Mobility numbers per 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 [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	Student Mobility for Traineeships
					<i>[total number of months of the study periods or average duration*]</i>	
BLEUVEN 01	University of Sarajevo	221	Religion	1 st , 2 nd or 3 rd	10 (2 students)	Only by individual agreement
University of Sarajevo	BLEUVEN 01	221	Religion	1 st , 2 nd or 3 rd	10 (2 students)	Only by individual agreement

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	Staff Mobility for Training
				<i>[total number of days of teaching periods or average duration*]</i>	
BLEUVEN 01	University of Sarajevo	221	Religion	To be determined	Only by individual agreement
University of Sarajevo	BLEUVEN 01	221	Religion	To be determined	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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BLEUVEN01	221	English	—	B1*	C1
University of Sarajevo		Croatian	-----	B1*	C1

*B1 is equivalent to ILTS 6.5 or TOEFL iBT 79/80

For more details on the KU Leuven language of instruction recommendations, see http://www.kuleuven.be/admissions/language/lang_test

D. Additional requirements

KU Leuven (BLEUVEN01)

All practical information for incoming students (incl. application procedure) can be found on the website of International Admissions and Mobility : <http://www.kuleuven.be/admissions/>

KU Leuven organises welcome activities for all international students, including Orientation Days and a Buddy Program. More information about these activities can be found on the website : <http://www.kuleuven.be/welcome/>

A Dutch language course, free of charge for Erasmus students, is organised by the Leuven Language Institute : http://ilt.kuleuven.be/english/cursus/andere_ned_vr_erasmus.php

The university also offers support for students with disabilities : <http://www.kuleuven.be/studentenvoorzieningen/studentswithdisability/index.html>

Partner institution

¹ 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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
BLEUVEN01	The academic calendar can be found on http://www.kuleuven.be/english/about/	The academic calendar can be found on http://www.kuleuven.be/english/about/
University of Sarajevo	The academic calendar can be found on http://www.kbf.ba/page.php?id=5	The academic calendar can be found on http://www.kbf.ba/page.php?id=5

2. The receiving institution will send its decision within **12** 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 will be given. 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

KU Leuven (BLEUVEN01)

http://theo.kuleuven.be/en/prospective_students/ECTS-Grading

Partner institution

the following scale is used for all types of evaluations/examinations:

Grade	Meaning	Corresponding ECTS grade
A/10	excellent	A
B/9	very good	B
C/8	good	C
D/7	laudable	D
E /6	satisfactory	E
FX /5	unsatisfactory	F/FX- fail

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
BLEUVEN01	Mr. Christophe Prince http://www.kuleuven.be/admissions/contact/index.html	http://www.kuleuven.be/admissions/travelling/visa.html
University of Sarajevo	Sanja Milicevic tajnistvo@kbf.unsa.ba	http://www.sps.gov.ba/

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
BLEUVEN01	Int. Adm. and Mobility Case Administrator http://www.kuleuven.be/admissions/contact/index.html	http://www.kuleuven.be/english/services/insurances/
University of Sarajevo	Sanja Milicevic tajnistvo@kbf.unsa.ba	


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
BLEUVEN01	housingservice@ds.v.kuleuven.be tel.: +3216324400	http://www.kuleuven.be/studentenvoorzieningen/accommodation/
University of Sarajevo	Sanja Milicevic tajnistvo@kbf.unsa.ba	

G. SIGNATURES OF THE INSTITUTIONS (legal representatives or delegates e.g. dean of the faculty)

Institution [Erasmus code]	Name, function	Date	Signature²
BLEUVEN01	Prof. Dr. Bénédicte Lemmelijn, Vice Dean for International Relations	23/01/2015	
University of Sarajevo	Prof. dr. Muharem Avdispahić, Rector	9/2/2015 0101-728/15	

² Scanned signatures are accepted