



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 2023-2026 in:

¹Inter-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.

- 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 Education² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR³ and in line with the technical standards of the European Student Card Initiative⁴, 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

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
University of Latvia	LV RIGA01	Institutional Coordinator: Ms. Sintija Maculeviča	General: https://www.lu.lv/en/admissions/exchange-studies/

²https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

⁵Higher 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.

⁶Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p>University of Latvia Raina boulevard 19-134 Riga LV-1586, Latvia Tel.: +371 6703 3997 Fax: +371 67225039 e-mail: ad@lu.lv Head of Mobility Division: Mrs. Beate Ramina-Lo Bello Tel.: +371 6703 4713 e-mail: beate.ramina@lu.lv</p>	<p>Faculty/faculties: https://www.lu.lv/en/studies/faculties-1/ Course catalogue : https://www.lu.lv/en/admission/for-international-students/exchange-studies/courses/</p>
<p>Poltava State Medical University (PSMU)</p>	<p>PSMU E10157722</p>	<p>Institutional Coordinator Prof. Igor Kaidashev Vice-Rector for Research and Development Poltava State Medical University, 23 Shevchenko Str., Poltava 36011 Ukraine Tel.: +380532 560823 e-mail: i.kaidashev@pdmu.edu.ua</p>	<p>General: www.pdmu.edu.ua Faculty/faculties: https://en.pdmu.edu.ua/education/departments Course catalogue: https://en.pdmu.edu.ua/admission/specialties-and-degrees</p>

2. Mobility numbers

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement.

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area [ISCED CODE ⁷ (optional)]	Subject area NAME (optional)	Study cycle [short cycle, 1st, 2nd or 3rd] (optional)	Student Mobility [Specify here total number of months]	Staff Mobility [Specify here total number of staff]	Staff Mobility [Specify here total number of days]	
								Study cycle [short cycle, 1st, 2nd or 3rd] (optional)
LV RIGA01	PSMU	-	-	-	-	-	-	
	E10157722							
PSMU	LV RIGA01	Medicine		1 st 2 nd 3 rd	2*	10	1 STA, 1 STT	14
E10157722								

Optional additional information

⁷<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-f12cf3a4a2bf/ISCED-f-%202013%20-%20Detailed%20field%20descriptions.pdf>

* 2 students with fewer opportunities

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
LV RIGA01		Latvian for all programs	English for several programs and courses for exchange students	English B2	English B2
PSMU E10157722		English for several programs and courses for exchange students	English for several programs and courses for exchange students	English B2	English B2

⁸For 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>

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.

4. 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.

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use	Priority Objectives
Total up to 50,00 EUR from OS for mobile participant	Insurance costs, when required, for incoming and outgoing mobile participants, use project funds in the most inclusive way to cover related costs partially or in full.
Total up to 200,00 EUR from OS for mobile participant	Visa costs, when required, for incoming and outgoing mobile participants, use project funds in the most inclusive way to cover related costs partially or in full.

5. 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
LV RIGA01	Winter Term: from September to February	Nomination deadline: April 15 th Application deadline: May 15 th
	Spring Term: from February to July	Nomination deadline: October 15 th Application deadline: November 15 th
PSMU E10157722	Winter Term: from September to February	Nomination deadline: April 15 th Application deadline: May 15 th
	Spring Term: from February to July	Nomination deadline: October 15 th Application deadline: November 15 th

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

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:

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

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
LV RIGA01	Mrs. Aleksandra Kjakste, aleksandra.kjakste@lu.lv; + 37167034712	https://www.lu.lv/en/admissions/exchange-studies/
PSMU E10157722	Ms. Iryna Shkurupii email: interdep@pdmu.edu.ua tel: +380532 60-67-61	https://www.pdmu.edu.ua/sections/mz

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	For students: 60 ECTS credits (or equivalent) already completed BA/MA: current level of completion of studies EQF level: 1 st (Undergraduate), 2 nd (Master's) / 3 rd PhD level students	https://www.lu.lv/en/admissions/exchange-studies/
CV	For staff mobility	
Motivation letter	For staff mobility	
Inclusion measures ¹⁰	Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide). Included during selection process.	
Other	For LV RIGA01 incoming students: -Proficiency of English knowledge;	

¹⁰ You may find the implementation guidelines of the Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

<ul style="list-style-type: none"> -Student status confirmation; -Transcript of records (GPA 2.5-3); -Study plan for each semester for 30 ECTS workload; 	
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6. 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*¹¹.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

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.

¹¹ The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

- 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.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information& arrangements
Accommodation	LVRIGA01	dormitory@lu.lv or Mrs. Aleksandra Kjakste, aleksandra.kjakste@lu.lv	https://www.lu.lv/en/studies/student-life/accommodation/
Language Support	N/A		
Visa	LVRIGA01	Ms. Alise Buligina, alise.buligina@lu.lv	https://www.lu.lv/en/gribustudet/arzemju-studentiem-eng/exchange/visas/other/visa-required-to-enter-latvia/
Insurance	LVRIGA01	Ms. Alise Buligina, alise.buligina@lu.lv	https://www.lu.lv/en/admission/for-international-students/degree/insurance-and-medical-treatment-emergency-assistance/
Inclusion of	LVRIGA01	Mrs. Beate Ramina-Lo Bello,	

participants with fewer opportunities		beate.ramina@lu.lv	
Mentoring			
Grant payments	LVRIGA01	Mrs. Beate Ramina-Lo Bello, beate.ramina@lu.lv	
Alumni information			

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. the European Credit Transfer and Accumulation System.

The European Credit Transfer and Accumulation System (ECTS)

- 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 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.

8. 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' guide¹². 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]	EGRACONS applicable]	[IT	Website for information
LV RIGA01			https://www.lu.lv/en/admission/for-international-students/exchange-studies/academic-information/
PSMU E10157722			https://www.pdmu.edu.ua/n-process/department-npr/normativni-dokument

9. Any other information regarding the terms of the agreement (optional)

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10. Termination of the agreement

The agreement will become operative on the date of signature of both universities and shall remain in force till 31 July 2025. In case of the event of unilateral termination (modification or termination of the inter-institutional agreement), a notice of at least one academic year should be sent to the partner university. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 2023 will only take effect as of 1 September 2024. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

SIGNATURES OF THE INSTITUTIONS (legal representatives)

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
LV RIGA01 Poltava State Medical University (PSMU) E10157722	Ms. Sintija Maculeviča Head of International Relations Prof. Igor Kaidashev Institutional Coordinator Vice-Rector for Research and Development	04 APR 2024 04 APR 2024	  

¹³Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

