

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 2021-2027 in KA131.

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

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 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

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁴	Contact details ⁵ (email, phone)	Websites
<p>Kungl Tekniska Hogskolan (KTH)</p>  <p>Department:</p> <p>School of Architecture and the Built Environment</p>	S STOCKHO04	<p>Institutional Coordinator:</p> <p>International Coordinators Hanna Korhonen/Saga Blomqvist School of Architecture and the Built Environment Teknikringen 74 C SE-10044 Stockholm, SWEDEN +46 8 790 8074/8064 international.exchange@abe.kth.se</p>	<p>https://www.kth.se/en/studies/exchange</p>
<p>Kyiv National University of Architecture and Construction</p>	KNUCA	<p>Prof. Dr. Olena Verenysh Head of the International Partnership and Cooperation Center international.center@knuba.edu.ua</p> <p>Prof. Dr. Olga Petrakovska Head of Land Management and Cadastre Department petrakovskaolga@gmail.com</p>	<p>http://www.knuba.edu.ua/</p>

⁴ Higher education institutions (HEIs) from 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.

⁵ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Mobility numbers per academic year

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 ⁶ (optional)	Subject area NAME (optional)	Study cycle [short cycle, 1st, 2nd or 3rd] (optional)	Number of mobility periods			
					Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]	Staff Mobility [Specify here total number of staff]	Staff Mobility [Specify here total number of days]
S STOCKH004	KNUCA	0732	Building and Civil Engineering	1 st , 2 nd	2 students	10	N/A	N/A
KNUCA	S STOCKH004	0732	Building and Civil Engineering	1 st , 2 nd	2 students	10	N/A	N/A

Optional additional information

N/A

⁶ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

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 skills⁷ at the start of the mobility period (see also section 5 “Preparation and Support”).

Receiving institution [Erasmus code or city]	Language of instruction 1	Language of instruction 2	Language of instruction 3	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]
S STOCKHO04	English	Swedish	N/A	B2	N/A
KNUCA	English	Ukrainian	N/A	B2	N/A

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

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

⁷ 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>

- 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:

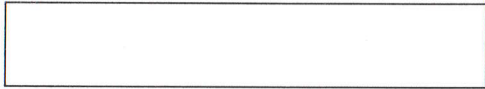
Receiving institution [Erasmus code or city]	Term duration	Deadline ⁸
S STOCKHO04	Autumn Term: from August to January	Nomination: 15 April (approx.) Application: 15 April (approx.)
	Spring Term: from January to June	Nomination: 15 October (approx.) Application: 15 October (approx.)
KNUCA	Autumn Term: from August to November	Nomination: 15 April (approx.) Application: 15 April (approx.)
	Spring Term: from February to June	Nomination: 15 October (approx.) Application: 15 October (approx.)

The receiving institution will send its decision within 6 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:

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
S STOCKHO04	international.exchange@abe.kth.se	https://www.kth.se/en/studies/exchange/general/how-to-apply-for-exchange-studies-1.7972
KNUCA	Administrative contact: International Relations Department	http://www.knuba.edu.ua/?page_id=2875

⁸ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.



e-mail:
knubavmz@ukr.net

obligation to send partner information sheet latest on 1 May

5. Preparation and support

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.
- 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.
- 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. 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.

Institution [Erasmus code or city]	Preparatory & Support Measures	Contact details (email, phone)	Website for information & arrangements
S STOCKHO 04	Accommodation	KTH Accommodation accommodation@kth.se	https://www.kth.se/en/student/studier/accommodation
	Language Support	languagecourses@kth.se	The Unit for language and communication at KTH offers exchange students Swedish language courses free of charge. https://www.kth.se/en/larande/sprak/utbildning/malgrupper/for-internationella-studenter
	Visa		https://www.kth.se/en/student/studier/living-in-sweden/residence-permit-for-studies-1.6909
	Insurance		https://www.kth.se/en/student/studier/living-in-sweden/insurance-1.366220
	Inclusion of participants with fewer opportunities	Contact Funka: https://www.kth.se/en/student/stod/studier/funktionsnedsettning/kontakt-1.963703	Students with documented, permanent disabilities can receive compensatory support in their studies at KTH. https://www.kth.se/en/student/stod/studier/funktionsnedsettning/funka-1.953214
	Mentoring	https://www.kth.se/en/student/stod/halsa/studenthalsan/kontakta-studenthalsan-i-stockholm-1.409903	Stockholm Student Health Services: https://www.kth.se/en/student/stod/halsa/studenthalsan
	Alumni Information		https://www.kth.se/en/alumni/alumni-1.871478
KNUCA	Accommodation	International Relations Department Vasyl Shchyk 03037 Ukraine, Kyiv, Povitroflotskyi, 31, office 232 Phone/Fax: +38(044) 248-49-01, e-mail: knubavmz@ukr.net	www.knuba.edu.ua https://www.knuba.edu.ua/viddil-koordinaci%d1%97-roboti-v-gurtozhitkax/
	Language Support	International Relations Department	http://www.knuba.edu.ua/?page_id=2875

	e-mail: knubavmz@ukr.net	
Visa	International Relations Department e-mail: knubavmz@ukr.net	https://visitukraine.today/blog/4220/residence-permit-in-ukraine-for-foreign-students-on-the-basis-of-studies-how-to-get-it http://www.knuba.edu.ua/?page_id=2875
Insurance	International Relations Department e-mail: knubavmz@ukr.net	https://visitukraine.today/products/insurance/medical-insurance
Inclusion of participants with fewer opportunities	International Relations Department e-mail: knubavmz@ukr.net	
Mentoring	pvi134@ukr.net	
Alumni information	https://www.facebook.com/groups/412411143285774	

6. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.
- 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 publication of assessment results at the receiving HEI.
 - o Providing 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' guide⁹. 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 [If applicable]	Website for information
S STOCKHO04	N/A	The European Credit Transfer System, ECTS, is used at KTH. One week of full time studies (40 hours including lectures, individual studies, etc.) is equivalent to 1,5 ECTS credits. One academic year equals 60 ECTS credits and one semester equals 30 ECTS credits. The grading scale goes from A (excellent), B (very good), C (good), D (satisfactory), E (sufficient) to F/FX (fail). A distinction is made between the grades FX and F that are used for unsuccessful examinations. FX means: "fail- some more work required to pass" and F means: "fail - considerable further work required".
KNUCA	N/A	The European Credit Transfer System, ECTS, is used at KNUCA. One academic year equals 60 ECTS credits and one semester equals 30 ECTS credits. The grading scale goes from A (excellent), B (very good), C (good), D (satisfactory), E (sufficient) to F/FX (fail). A distinction is made between the grades FX and F that are used for unsuccessful examinations. FX means: "fail- some more work required to pass" and F means: "fail - considerable further work required".

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

Receiving institution [Erasmus code]	Other useful information:	Contact details (email, phone)	Website for information


⁹ The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

S STOCKH004	Incoming exchange students apply to the KTH school where they will study most or all of their courses. Students select courses of 30 ECTS credits per term of which at least 50 percent should be given at the school to which they are applying. They must also meet the admission requirements for each course.
KNUCA	

9. Termination of the agreement

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.

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁰
S STOCKH004			
KNUCA	Oleksandr Kovalchuk Vice-Rector for Research and Innovative Development of the Kyiv National University of Construction and Architecture		

¹⁰ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

Signatur: *Anna Hellberg Gustafsson*

E-post: annahg@kth.se