



## International Mobility Programme

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

### Inter-institutional agreement 2018-2020

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of this agreement.

#### Information about higher education institutions

Name of the institution	Acronym	Contact details	Website
UNIVERSIDAD DE SEVILLA	E SEVILLA01	<b>Erasmus Office:</b> <b>Administrative contact:</b> Tel: 34 954556006 Fax: 34 954556886 <b>Mail address: <a href="mailto:relint25@us.es">relint25@us.es</a>;</b> <b>INSTITUTIONAL COORDINATOR</b> <b>RAFAELA CABALLERO ANDALUZ</b> Avda. Ciudad Jardín 20-22 41005 Sevilla	<a href="http://www.internacional.us.es">www.internacional.us.es</a>
University of Zagreb Faculty of Chemical Engineering and Technology	HR ZAGREB 01	<b>Institutional coordinator:</b> Ida Ogulinec (Ms), <a href="mailto:Erasmus.coordinator@unizg.hr">Erasmus.coordinator@unizg.hr</a> Phone: +385 1 4698 128  <b>Faculty coordinator:</b> Hrvoje Kušić (PhD) <a href="mailto:hkusic@fkit.hr">hkusic@fkit.hr</a> phone: +385 1 4597 281	<a href="http://www.unizg.hr/homepage/international-exchange/exchange-students/">http://www.unizg.hr/homepage/international-exchange/exchange-students/</a>

#### A. Mobility numbers per academic year

FROM	TO	ISCED: Area name	Course*	Cycle	Number of students	Months per student
HR ZAGREB 01	E SEVILLA01	0711	Chemical engineering and processes	1st,2nd and 3rd	3	6
E SEVILLA01	HR ZAGREB 01	0711	Chemical engineering and processes	1st,2nd and 3rd	3	6

\*In case Isced Code Subject involves several study programmes, it should be specified which programme is included in the agreement.

If column "FROM" is marked with # means specific exchange for double degree.

FROM	TO	ISCED	Area name	Number of staff
HR ZAGREB 01	E SEVILLA01			
E SEVILLA01	HR ZAGREB 01			

#### B. Required 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 language skills at the start of the study or teaching period:

Receiving institution	Area Name	Language 1	Language 2	Student	Staff
E SEVILLA01	0711	B2 (Spanish)		X	
HR ZAGREB 01	0711	B2 (English)		X	

For more details on the language of instruction recommendations, see the course catalogue of each institution.

### C. Additional requirements

### D. Calendar

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

Receiving institution	Autumn term	Spring term
<p><b>E SEVILLA01</b> Academic Calendar: <a href="http://www.us.es/estudios/calendario/index.html">http://www.us.es/estudios/calendario/index.html</a></p> <p>The universities whose academic year is from January to December (calendar year), exchanges can only be made in the semester from February to July 2015.</p>	DEADLINE FOR APPLICATION: 30 <sup>TH</sup> JUNE	DEADLINE FOR APPLICATION: 30 <sup>TH</sup> NOVEMBER
HR ZAGREB 01	DEADLINE FOR APPLICATION: 10 <sup>TH</sup> May	DEADLINE FOR APPLICATION: 10 <sup>TH</sup> NOVEMBER

2. The receiving institution will send its decision within 4 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  
*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 2014 will only take effect as of 1 September 2015.*

### E. Information

#### 1. Grading systems of the institutions

*It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.*

<http://servicio.us.es/academica/normativa-documentacion>

<http://www.us.es/downloads/acerca/normativa/normativa-examenes.pdf>

<http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/academic-information/>

#### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants.

Information and assistance can be provided by the following contact points and information sources:

Institution	Contact details	Website for information
E SEVILLA01	<a href="mailto:relint3@us.es">relint3@us.es</a>	<a href="http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/VisadosDelargaDuracion.aspx">http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/VisadosDelargaDuracion.aspx</a>
HR ZAGREB 01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a>	<a href="http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/">http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/</a>

### 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants.

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	Contact details	Website for information
E SEVILLA01		
HR ZAGREB 01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a>	<a href="http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/">http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/</a>


### 4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation.

Information and assistance can be provided by the following persons and information sources:

Institution	Contact details	Website for information
E SEVILLA01	<a href="mailto:sacuinfo2@us.es">sacuinfo2@us.es</a> <a href="mailto:sacudocu20@us.es">sacudocu20@us.es</a> <a href="mailto:sacuinfo1@us.es">sacuinfo1@us.es</a>	<a href="http://sacu.us.es/spp-servicios">http://sacu.us.es/spp-servicios</a>
HR ZAGREB 01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a>	<a href="http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/">http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/</a> <a href="http://www.unizg.hr/homepage/international-exchange/exchange-students/living-studying-in-zagreb/">http://www.unizg.hr/homepage/international-exchange/exchange-students/living-studying-in-zagreb/</a>

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

Institution	Name, function	Date	Signature
E SEVILLA01	<b>INSTITUTIONAL COORDINATOR FOR INTERNACIONAL OFFICE</b> <b>RAFAELA CABALLERO ANDALUZ</b> Avda. Ciudad Jardín 20-22 41005 Sevilla	20/10/2017	
HR ZAGREB 01	Prof. Tomislav Bolanča (PhD), Dean of the Faculty of Chemical Engineering and Technology Marulićev trg 19 10000 Zagreb	Oct 19, 2017	