



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
- 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 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

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

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
Open University of Cyprus	CY LEFKOSI 01 / OID: E10180075	Rectorate, OUC Mobility Office Erato Ioanna Sarri erasmus@ouc.ac.cy P.O. Box 12794, 2252, Nicosia, Cyprus Tel.: +357 22411659	General: https://www.ouc.ac.cy/index.php/en/ Faculty/faculties: https://www.ouc.ac.cy/index.php/en/university/university-faculties Course catalogue: https://www.ouc.ac.cy/index.php/en/studies Erasmus+: https://www.ouc.ac.cy/index.php/en/university/internationalrelations/erasmus
Oles Honchar Dnipro National University	UA DNEPROPET01 / OID: E10158160	Acting Head of the International Relations Office Dmytro Melikhov iro.dnu226@gmail.com 72, Haharina Ave, Dnipro, 49045, Ukraine	General: https://www.dnu.dp.ua/en

⁵ Higher 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.

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

2. 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? (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]
CYLEFKO SI01	UA DNEPROP ET01	0521	Environmental Sciences	2nd	1	5	1 for teaching + 1 for training	5 days each
		04	Business, Administration and Law	1 st , 2 nd , 3 rd				
		0312	Political Science	2nd				
		0412	Finance, banking and insurance	2nd				
UA DNEPROP ET01	CYLEFKOS I01	0521	Environmental Sciences	2nd	2	5 months each	1 for teaching + 1 for training	5 days each
		04	Business, Administration and Law	1 st , 2 nd , 3 rd				
		0312	Political Science	2nd				
		0412	Finance, banking and insurance	2nd				

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

Optional additional information

The Open University of Cyprus (OUC) is a Public University specialised in open and distance education, offering accredited distance learning degrees at all levels (undergraduate, master and doctoral). In OUC, constraints such as time, local limitations, age, occupational status, or family responsibilities, are lessened and cease to function as inhibitory towards the creation of an appropriate learning environment.

Blended mobility is an option respective the relevant rules stipulated in the Erasmus+ Programme Guide for International Mobility.

Short-term mobility for studies and/or traineeships for doctoral candidates/students is also an option, and this can range from 5 to 30 days, if planned and agreed.

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]
CYLEFKOSI01	-	Greek	English	Greek B2 / English B2	Greek B2 / English B2
UA DNEPROPET01	-	Ukrainian	English	Ukrainian B2 / English B2	Ukrainian B2 / English B2

⁸ 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>

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 and Repartition	Priority Objectives
Not Applicable	Not Applicable

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
CYLEFKOSI01	Winter Term: Early September to late December Spring Term: Early January to late May (including examination periods)	Nominations for the Winter Term must be submitted to the OUC Mobility Office (erasmus@ouc.ac.cy) by June 30 Nominations for the Spring Term must be submitted to the OUC Mobility Office by November 30
UA DNEPROPET01	Winter/Autumn Term: Early September to late February Spring Term: Early March to the end of June (including examination periods)	Winter/Autumn Term: 15 April Spring Term: 15 November The nominees' data should be sent to iro.dnu226@gmail.com

The receiving institution will send its decision within 3 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
CYLEFKOSI01	OUC Mobility Office Email: erasmus@ouc.ac.cy Tel.: +357 22411659	All incoming applications are submitted to the OUC Mobility Office based on its Calls for Applications and relevant instructions mutually decided with Partner Universities. https://www.ouc.ac.cy/index.php/en/university/internationalrelations/erasmus
UA DNEPROPET01	International Relations Office iro.dnu226@gmail.com	All incoming applications are submitted to DNU International Relations Office.

Selection criteria		
CYLEFKOSI01		
Requirement	Details	Website for information (optional)
Academic requirements (For students)	Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code) / EQF level	Specified in the Learning Agreement
Transcript of Records (For students)	Submit latest Transcript of Records to the OUC Mobility Office	-
CV (For staff only)	Summarised biography, esp. with key publications for the Academic Staff (INC STA)	-

Motivation letter (For students)	Explaining the reasons why choosing the host university and relevant Programme	-
Inclusion measures ¹⁰	Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide) To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.	-
For Staff Only	Relevance of research interests, teaching and publications. Approval by the relevant Academic Coordinator of the OUC Programme of Study (for incoming staff). Very good command of the English language especially for INC Staff Teaching Assignments.	-
UA DNEPROPET01		
Academic requirements	Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code) / EQF level	Specified in the Learning Agreement
Transcript of Records	Submit latest Transcript of Records to the International Office for Academic Affairs	-
CV	Summarised biography	-
Motivation letter	Explaining the reasons why choosing the host university and relevant Programme	-

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

Inclusion measures ¹¹	Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide) To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.	-
For Staff Only	Relevance of research interests, teaching and publication with the university's Modules and Programmes of Study Approval by the relevant Academic Coordinator	-

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](#)¹².
- 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

¹¹ 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

¹² The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

to cover related costs partially or in full.

- 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**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- 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	CYLEFKOSI01	OUC Mobility Office Email: erasmus@ouc.ac.cy	The Open University of Cyprus does not own or otherwise offer any accommodation and as such incoming students/staff should arrange for their accommodation. The University however provides all relevant assistance required to students/staff in identifying and securing proper accommodation, via its International Mobility Office. OUC Erasmus+ International Mobility webpage: https://www.ouc.ac.cy/index.php/en/university/internationalrelations/erasmus
Language Support		Tel.: +357 22411659	The main teaching language is Greek, however there are Postgraduate programmes of study offered in English as well. Based on the interest of incoming students for studies, OUC Programmes normally taught in Greek might welcome incoming students, while teaching and assessment will be in the English language. For incoming Staff for Teaching good command of the English language is mandatory.

Visa			OUC Erasmus+ International Mobility webpage: https://www.ouc.ac.cy/index.php/en/university/internationalrelations/erasmus https://cyprusvisa.eu/ https://mfa.gov.cy/
Insurance			All incoming students and staff should have a valid Health Insurance. For incoming students for placements, additional insurance might be required. OUC Erasmus+ International Mobility webpage: https://www.ouc.ac.cy/index.php/en/university/internationalrelations/erasmus The participant shall have adequate insurance coverage. More specifically, the insurance shall cover any damages caused by the participant during his/her stay in Cyprus.
Inclusion of participants with fewer opportunities			OUC is a university that offers higher education to all without restrictions. To facilitate participants with fewer opportunities, OUC caters for people with reduced mobility or hearing/visual impairments, students/staff with children, etc.
Mentoring			Academic mentoring is provided by the Tutors/teaching staff and the OUC Programme's Academic Coordinator. For incoming student mobility for placements, mentoring is provided by the head of the competent Professional/Professional Service/Unit or director of the relevant OUC Research Lab.
Grant payments			A pre-financing payment covering 70% of the total subsistence grant amount is normally provided early before the start of each mobility. For incoming student and staff mobility, grant covering travelling is also provided based on the distance travelled. Depending the duration of each student mobility, a second instalment covering 20% of the total Erasmus+ grant amount is provided, while the last instalment of 10% is reimbursed after the successful completion of each mobility and the submission of all needed documentation to the OUC Mobility Office. For staff mobility only a final instalment is granted (30%) after the

			successful completion of each mobility and the submission of all needed documentation to the OUC Mobility Office.
Alumni information			The Alumni Office of the Open University of Cyprus aims to strengthen relationships and existing links of interaction and collaboration between the University and its graduates. The mission of the Alumni Office is to promote the participation of graduates in the university community and to encourage the maintenance of a lifelong relationship with the University. The Alumni Office aspires to encourage the professional, academic and social relations of its members, through events, actions and activities that focus on the development and supply of benefits and opportunities to University graduates.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	UA DNEPROPET01	Department for Preparation of Experts for Foreign Countries and the Academic Exchanges int.education.dnu@gmail.com	https://www.dnu.dp.ua/en/structure and administration of the board
Language Support		Department for Preparation of Experts for Foreign Countries and the Academic Exchanges int.education.dnu@gmail.com	https://www.dnu.dp.ua/en/structure and administration of the board
Visa		Department for Preparation of Experts for Foreign Countries and the Academic Exchanges int.education.dnu@gmail.com	https://www.dnu.dp.ua/en/structure and administration of the board
Insurance		Department for Preparation of Experts for Foreign Countries and the Academic Exchanges int.education.dnu@gmail.com	https://www.dnu.dp.ua/en/structure and administration of the board

Inclusion of participants with fewer opportunities		Department for Preparation of Experts for Foreign Countries and the Academic Exchanges int.education.dnu@gmail.com	DNU is a university that offers higher education to students with fewer opportunities. Each such planning mobility should be discussed ahead of time to ensure better conditions for a participant.
Mentoring		International Relations Office iro.dnu226@gmail.com	Mentoring may be provided by a receiving academic department.
Grant payments		–	–
Alumni information		–	https://www.dnu.dp.ua/en/structure and administration of the board Student's Stories section

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

- The **Open University of Cyprus** fully utilizes the European Credit Transfer System (ECTS) and guarantees full academic recognition of Student Mobility for Study (SMS) activities. Moreover, for Student Mobility for Placement (SMP) students/graduates will receive a Europass that specifies skills, competences and knowledge gained through the placement/internship.
- For Staff Teaching Assignments and for Staff Training a Mobility Certificate is issued for each successfully completed mobility period.

- 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 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' guide¹³. 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
CYLEFKOSI01	Not applicable	Grading System: 1-10, 5 is the pass mark for all Modules ECTS credit system used for all Modules and Programmes of Study
UA DNEPROPET01	Not applicable	Grading System: 1-100, 60 is the pass mark for all Modules ECTS credit system used for all Modules and Programmes of Study

9. Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year should be provided. 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 ¹⁴
Open University of Cyprus	Erato Ioanna Sarri Erasmus+ Coordinator	15.12.2022	
Oles Honchar Dnipro National University	Dr. Prof. Sergiy Okovytyy, Rector	20.12.2022	

¹³ The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

¹⁴ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

