



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Mobility of 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 20[21]-20[27] in:

KA171 Higher education mobility supported by external policy funds – as part of the Project KA171 – Call 2025-2028 - 2025-1-AT01-KA171-HED-000337924.

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
University of Education Upper Austria (Pädagogische Hochschule Oberösterreich – PH OÖ)	A LINZ03	Kaplanhofstrasse 40, 4020 Linz, Austria Administrative contact: Michaela Rossmann, michaela.rossmann@ph-ooe.at Project coordinator: Niels de Jong niels.dejong@ph-ooe.at Incoming Students: Maria Michelmann maria.michelmann@ph-ooe.at	General: www.ph-ooe.at Faculty/faculties: www.ph-ooe.at/international Course catalogue: https://ph-ooe.at/international/mobilities/incoming-students

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.

Khmelnysky Humanitarian- Pedagogical Academy	PIC: 914074263 OID: E10388422	Address: Proskurivs'koho , Pidpillya street, 139, 29000, Khmelnytskyi city, Ukraine Contact: Mariya Vornyk - PhD, Associate Professor, Vice-Rector of International Affairs of Khmelnytsky Humanitarian-Pedagogical Academy m.vornyk@ukr.net Diana Zemlianko – Head of the International Relations Office of Khmelnytsky Humanitarian-Pedagogical Academy diana.nadvirniak@ukr.net Outgoing Students: 2	General: https://kgpa.org.ua/ Faculty/faculties: https://kgpa.org.ua/?page_id=237 Course catalogue: https://kgpa.org.ua/?page_id=239
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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. *In case of later updates in the mobility data, the partners can also agree to accept informal communication means (e.g. exchanges of emails as written proof).*

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]	Field of education [ISCED] ⁷ (optional)	Field of education - clarification (optional)	Level of education [EQF] (optional)	Number of mobility periods			
					Student Mobility [Total number of students]	Student Mobility [Total number of months]	Staff Mobility [Total number of staff]	Staff Mobility [Total number of days]
Khmelnysky Humanitarian-Pedagogical Academy, Ukraine	A LINZ03	0110, 0111	Education, Teacher Training	1 st , 2 nd	2	8		
		0110, 0111	Education, Teacher Training	1 st , 2 nd			1	7
Not applicable – no mobilities allowed to Ukraine		x	x	x	x	x	x	x
		x	x	x	x	x	x	x

Optional additional information

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

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]	Field of education (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]
A LINZ03	Teacher Training	English	German	English B2 German B2	English B2 German B2
Not applicable – no mobilities allowed to Ukraine	x	x	x	x	x

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.

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://europa.eu/cefr/>

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+ credit mobility period at their institution. 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.

This section below is mandatory/applicable only for KA171. Repartition of the granted organisational support (OS) between the partners is strongly recommended, but not mandatory:

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
The Organisational Support will be used for the administration and support of the mobilities of teachers and students in Linz.	Operational support for student mobilities of incoming students (Khmelnysky Humanitarian-Pedagogical Academy to PH OÖ, Linz).
	Operational support for visits of professors/teachers (Khmelnysky Humanitarian-Pedagogical Academy to PH OÖ, Linz).

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
A LINZ03	Welcome Week (required attendance): the last week of September or February Autumn/Winter term: from October 1 st , 20XX to January 30 th , 20XX. Spring term: from March 1 st , 20XX to June 30 th , 20XX.	15 th of June for applications for the following autumn semester 15 th of December for applications for the following spring semester
Not applicable – no mobilities allowed to Ukraine	Autumn term: from.. to.. Spring term: from.. to..	

The receiving institution will send its decision within [2] weeks and no later than 5 weeks.

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

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)	Website for information
A LINZ03	Incoming Students: Maria Michelmann maria.michelmann@ph-ooe.at Incoming Teachers/Staff: Niels de Jong Project Coordinator: Niels de Jong niels.dejong@ph-ooe.at	https://ph-ooe.at/international Incoming students will be selected according to selection criteria and will be nominated by the sending organisation. Selection criteria: The selection procedure and selection criteria are defined by each university. Students have to meet the language requirements. Students should have teaching experience in the classroom. Students should understand the basics of research.
No mobilities allowed to Ukraine	Contact for Outgoing students: n/a	

Academic and additional requirements

This table should contain a non-exhaustive list of academic and additional requirements. For KA171 partners are invited to agree on the specific inclusion measures.

Requirement	Details	Website for information (optional)
Academic requirements	Number of ECTS credits (or equivalent) already completed / current level of completion of studies: Students in MA Studies preferred. Students in BA Studies accepted. Students in Teacher Education or Language Education programs. The language requirements need to be met. Practical experience with classroom teaching and educational research preferred. Subject area (ISCED code): 0110, 0111 EQF level not defined	https://europa.eu/europass/en/europass-tools/european-qualifications-framework
CV	A CV is requested.	https://europa.eu/europass/de https://europa.eu/europass/en
Motivation letter	A motivation letter is requested.	https://novoresume.com/career-blog/how-to-write-a-motivation-letter
<i>For KA171: Inclusion measures¹⁰</i>	<i>For KA171: Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide)</i> To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.	Students from the Ukraine are considered students with fewer opportunities and will receive a monthly top-up to their grant.
Other		

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

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.
- 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. Ukrainian students are required to get their own health insurance for the mobility period in Austria.

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

- 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 Direct contact with local dormitories. Support in finding dormitory given by LINZ03 Students have to directly book the dormitory themselves.	A LINZ03	Maria Michelmann maria.michelmann@ph-ooe.at	https://ph-ooe.at/international/mobilities/incoming-students/travel-stay/accommodation
Language Support: Beginner, Intermediate, and Advanced German Classes English language classes	A LINZ03	Maria Michelmann maria.michelmann@ph-ooe.at	https://ph-ooe.at/international/mobilities/incoming-students

Visa: Currently no visa required for Ukrainians 2025: students can come with tourist visa and then apply for the "Karte für Vertriebene" ("Blaue Karte"); or students can apply for a student visa.	A LINZ03	Maria Michelmann maria.michelmann@ph-ooe.at	https://www.bmeia.gv.at/en/ https://ph-ooe.at/international/mobilities/incoming-students/visa-and-insurance
Insurance Travel/health insurance required (also for visa)	A LINZ03	Maria Michelmann maria.michelmann@ph-ooe.at	https://ph-ooe.at/international/mobilities/incoming-students/visa-and-insurance Students are responsible to get their own health insurance
Inclusion of participants with fewer opportunities Available infrastructure for: Reduced mobility	A LINZ03	Maria Michelmann maria.michelmann@ph-ooe.at	www.ph-ooe.at/international
Mentoring: Student buddies and Incoming Staff from LINZ03 will support the students	A LINZ03	Support & Student buddies: Maria Michelmann maria.michelmann@ph-ooe.at Practice Mentoring: Michaela Rossmann michaela.rossmann@ph-ooe.at Educational Research: Jan Böhm jan.boehm@ph-ooe.at	https://ph-ooe.at/international/mobilities/incoming-students/teaching-practice

Grant payments	A LINZ03	Project Coordinator: Niels de Jong niels.dejong@ph-ooe.at	Ukrainian students will receive a grant according to the KA171 - Call 2025-28 Program guidelines. Monthly support: 900 Euros Top-up per month: 250 Euros Students will receive a grant for the travel costs: a one-time payment of about 417 Euros (with Green Travel) depending on the distance travelled. Incoming Teachers will receive 190 Euros per day Incoming teachers will receive a one-time travel reimbursement of about 417 Euros (with Green Travel) depending on the distance travelled.
Alumni information	A LINZ03	n/a	n/a

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. [the European Credit Transfer and Accumulation System](#).]*

Khmelnysky Humanitarian-Pedagogical Academy, Ukraine will accept and accredit all the ECTS credits the students will have earned and provide an official written confirmation to the receiving institution.

The [European Credit Transfer and Accumulation System](#) will be used for recognition purposes.

- 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' guide](#)¹². 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
A LINZ03		https://www.austriaeducation.info/education-system/grading-system-and-academic-year-in-austria.html
Khmelnysky Humanitarian-Pedagogical Academy		https://kgpa.org.ua/

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

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

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10. 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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

Termination Clause:

Either Party can terminate this Interinstitutional Agreement by notifying the other Party in written form. 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, Place	Signature ¹³
Pädagogische Hochschule Oberösterreich (University of Education Upper Austria) A LINZ03	Walter Vogel, Rektor		
Khmelnytsky Humanitarian- Pedagogical Academy	Inna Shorobura, Rektor	14/10/2025	

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