



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2017/2018-2020/2021 between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
ST. PETERSBURG STATE UNIVERSITY	SAINT PETERSBURG	Mrs. Irina Samylina Head of International Research & Technology Department i.zhariy@ifea.spbu.ru +7 (812) 324 08 88 Ms. Yuliya Medvedeva Staff Exchange Coordinator j.medvedeva@spbu.ru +7 (812) 324 08 88	http://ifea.spbu.ru/en/research-in-spsu
HAMBURG UNIVERSITY OF APPLIED SCIENCES (HAW Hamburg) Faculty of Business & Social Sciences	D HAMBURG06	Institutional Coordinator and Contact: Lea Andres Student Exchange Coordinator Berliner Tor 5; 20099 Hamburg lea.andres@haw-hamburg.de Tel. +49.40.428 75-6975	http://www.haw-hamburg.de https://www.haw-hamburg.de/english/about-us/faculties-departments/business



Department of Business		Departmental Coordinator: Prof. Dr. Natalia Ribberink Natalia.Ribberink@haw-hamburg.de Department of Business Address: Berliner Tor 5, 20099 Hamburg International Office HAW Hamburg Stiftstraße 69; 20099 Hamburg GERMANY, +49 (040) 428.75-9182	-social-sciences.html https://www.haw-hamburg.de/international/international-office.html
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B. Mobility numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of November in the preceding academic year.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
-	-				_____	

-	-				_____	

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
ST. PETERSBURG STATE	D HAMBURGO	Business		2 x 5 days (maximum)	_____



UNIVERSITY	6				
D HAMBURG0 6	ST. PETERSBUR G STATE UNIVERSIT Y	Business		2 x 5 days (maximum)	

C. 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 skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
DHamburg06	English	German		B2
ST. PETERSBURG STATE UNIVERSITY	Russian	English		B2

No certification is requested.

For more details on the language of instruction recommendations
<http://www.uma.es/relaciones-internacionales/cms/menu/movilidad-estudiantes/europa/erasmus-recibidos/>

D. Additional requirements

No hard copies are required for application forms or learning agreements (online procedure for both documents).



E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
ST. PETERSBURG STATE UNIVERSITY	For staff: No later than 2 months before mobility starts	For staff: No later than 2 months before mobility starts
Hamburg University of Applied Sciences (HAW Hamburg)	For staff: No later than 2 months before mobility starts	For staff: No later than 2 months before mobility starts

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.

F. Information

1. Grading systems of the institutions

Grading Scale HAW Hamburg

1,0	1,3	1,7	2,0	2,3	2,7	3,0	3,3	3,7	4,0	4,3	4,7	5,0
very good		good			satisfactory			pass			fail	

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
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ST. PETERSBURG STATE UNIVERSITY	For staff exchange: Ms. Yuliya Medvedeva j.medvedeva@spbu.ru +7 (812)3240888	http://ifea.spbu.ru/en/research-in-spsu
Hamburg University of Applied Sciences	Lea Andres Student Exchange Coordinator lea.andres@haw-hamburg.de +49.40.428 75-6975 Or International Office: international(@)haw-hamburg.de	

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound 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. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information

4. Housing

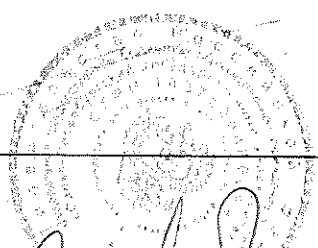
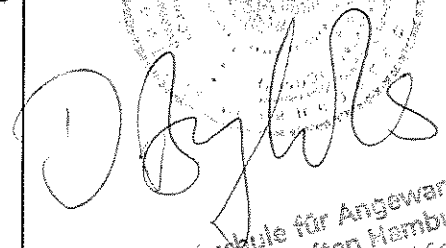
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
ST. PETERSBURG STATE UNIVERSITY	For staff exchange: Ms. Yuliya Medvedeva j.medvedeva@spbu.ru +7 (812)3240888	http://ifea.spbu.ru/en/research-in-spsu



G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
ST. PETERSBURG STATE UNIVERSITY	Mr. Sergey Andryushin Vice-Rector for International Affairs	28.01.2018	
D HAMBURG06	Prof. Dr. Dagmar Bergs-Winkels Vice Dean of Internationalisati on Faculty of Business & Social Sciences.	14/02/2018	

Hochschule für Angewandte
Wissenschaften Hamburg
Fakultät Wirtschaft und Soziales
Department Wirtschaft
Berliner Tor 5 · 20099 Hamburg

¹ Scanned signatures are accepted