



EUROPEAN UNION

**Erasmus+**

Empowering 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 institutions<sup>1</sup> 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 2025-2027 in:

- KA131 Higher education mobility supported by internal policy funds
- KA171 Higher education mobility supported by external policy funds

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 Education<sup>2</sup> and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR<sup>3</sup> and in line with the technical standards of the European Student Card Initiative<sup>4</sup>, 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.

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<sup>1</sup> 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.

<sup>2</sup> [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en)

<sup>3</sup> [https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en)

<sup>4</sup> [https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative\\_en](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 <sup>5</sup>	Contact details <sup>6</sup> (email, phone)	Websites
<b>Universitatea Bogdan Vodă din Cluj-Napoca</b>	Cluj-Napoca RO CLUJNAP09 OID: E10329859	1. Univ. Prof. Dr. Mohammad Jaradat erasmus@ubv.ro 2. Univ. Lect. Dr. Sergiu-Vlad STAN +40 734 202 414 international@ubv.ro	General: <a href="https://www.ubv.ro/">https://www.ubv.ro/</a> Faculty/faculties: <a href="https://www.ubv.ro/facultate-stiinte-economice.html">https://www.ubv.ro/facultate-stiinte-economice.html</a> <a href="https://www.ubv.ro/drept-ubv.html">https://www.ubv.ro/drept-ubv.html</a> Course catalogue: Economic sciences: <a href="https://www.ubv.ro/plan-fse/fac_DE_%C8%98TIIN%C8%9AE_ECONOMICE-_MANAGEMENT_IF_-PLAN_DE_INVATAMANT_2023-2024.pdf">https://www.ubv.ro/plan-fse/fac_DE_%C8%98TIIN%C8%9AE_ECONOMICE-_MANAGEMENT_IF_-PLAN_DE_INVATAMANT_2023-2024.pdf</a> Law: <a href="https://www.ubv.ro/plan-drept/DREPT_IF_-_PLAN_DE_INVATAMANT_2023-2024.pdf">https://www.ubv.ro/plan-drept/DREPT_IF_-_PLAN_DE_INVATAMANT_2023-2024.pdf</a>
<b>Ajloun National University - Ajloun</b>	Ajloun	1. Prof.DR.Feras Hanandeh University President presidency@anu.edu.jo 2. Dr. Khaled Momani Program coordinator khalid.almomani@anu.edu.jo	General: <a href="https://www.anu.edu.jo/">https://www.anu.edu.jo/</a> ANU Ajloun National University <a href="https://www.anu.edu.jo/colleges/college-of-law/law-department/">https://www.anu.edu.jo/colleges/college-of-law/law-department/</a> <a href="https://www.anu.edu.jo/colleges/business-college/">https://www.anu.edu.jo/colleges/business-college/</a> <a href="https://www.anu.edu.jo/colleges/information-technology/">https://www.anu.edu.jo/colleges/information-technology/</a> <a href="https://www.anu.edu.jo/colleges/faculty-of-agriculture/">https://www.anu.edu.jo/colleges/faculty-of-agriculture/</a> <a href="https://www.anu.edu.jo/colleges/college-of-arts-and-design/">https://www.anu.edu.jo/colleges/college-of-arts-and-design/</a> <a href="https://www.anu.edu.jo/colleges/college-of-engineering/">https://www.anu.edu.jo/colleges/college-of-engineering/</a> <a href="https://www.anu.edu.jo/colleges/science-college/">https://www.anu.edu.jo/colleges/science-college/</a> <a href="https://www.anu.edu.jo/colleges/faculty-of-educational-sciences/">https://www.anu.edu.jo/colleges/faculty-of-educational-sciences/</a>

<sup>5</sup> 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.

<sup>6</sup> 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	TO	Field of education	Field of education - clarification	Level of education [EQF]	Student Mobility	Student Mobility	Staff Mobility	Staff Mobility
[Erasmus code or city of the sending institution]	[Erasmus code or city of the receiving institution]	[ISCED] <sup>7</sup> (optional)	(optional)	(optional)	[Total number of students]	[Total number of months]	[Total number of staff]	[Total number of days]
Cluj-Napoca RO CLUJNAP09 OID: E10329859	Ajloun National University	0413	Management (and Administration)  Law	ISCED 6 Bachelors and 7 Masters	4	4 x 10 days (40 days)	4	4 x 10 days (40 days)
Ajloun National University ** (based on reciprocal exchange opportunities - see below)	Cluj-Napoca RO CLUJNAP09 OID: E10329859	0413	Management (and Administration)  Law	ISCED 6 Bachelors and 7 Masters	4	4 x 10 days (40 days)	4	4 x 10 days (40 days)

<sup>7</sup> <https://circabc.europa.eu/sd/s/286ebac6-a27c-4ada-a42b-ft2cf3a42bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>



### Optional additional information

**\*\* Reciprocal Exchange Opportunities:** The sending institution, Universitatea Bogdan Vodă din Cluj-Napoca, expresses its willingness to facilitate reciprocal exchanges, allowing students and staff from the receiving institution to participate in similar experience exchange programs, **under the following conditions: 1) if KA171 applications submitted by UBV are accepted and funded; 2) if UBV has the necessary budgetary availability to finance such incoming mobilities from its own institutional budget; 3) if the partner institution (i.e., the current receiving institution in this agreement) commits to covering the costs of its outgoing mobilities through its own funds.**

**x Participation in International Conference:** Delegates from the receiving institution who are part of this mobility agreement will have the opportunity to attend and participate in International Conferences organized by Universitatea Bogdan Vodă. This conferences will provide a platform for sharing knowledge, networking, and fostering academic collaboration.

### 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 skills<sup>8</sup> at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution [Erasmus code or city]	Field of education (Option a))	Language of instruction 1	Language of instruction 2	Recommended level Student Mobility [Minimum recommended level in at least one of the languages: B1]	Recommended level Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
Ajloun National University	0413	English		B2	B2
	0421				
Cluj-Napoca RO CLUNAP09 ** (based on reciprocal exchange opportunities - see above section 2)	0413	English		B2	B2
	0421				

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.

<sup>8</sup> 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>

#### 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.

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	



## 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 <sup>9</sup>
Ajoun National University	Winter Term: from October – February Spring Term: from March – June	30 <sup>th</sup> July ( <i>flexible for short-term mobilities</i> ) 30 <sup>th</sup> December ( <i>flexible for short-term mobilities</i> )
Universitatea Bogdan Voda din Cluj-Napoca	Winter Term: from October to January Spring Term: from March – June	30 <sup>th</sup> July ( <i>flexible for short-term mobilities</i> ) 30 <sup>th</sup> December ( <i>flexible for short-term mobilities</i> )

The receiving institution commits to sending its decision regarding accepted applications **within one week, and no later than five weeks** after the nomination/application deadline.

For **short-term mobilities**, especially for students or staff, the deadlines for receiving nominations/applications may be **extended**, allowing the receiving institution to accept applications **during the academic term**. However, in all cases, nominations must be received **no later than 5–6 weeks before the end of the respective term**, to ensure sufficient time for academic, administrative, and logistical preparation.

<sup>9</sup> 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:

<b>Application procedure</b>			
<b>Receiving Institution</b> [Erasmus code or city]		<b>Contact details</b> (email)	<b>Website for information</b>
<b>Ajloun National University</b>		1. Prof.DR.Feras Hanandeh University President <a href="mailto:presidency@anu.edu.jo">presidency@anu.edu.jo</a>  2. Dr. Khaled Momani Program coordinator  <a href="mailto:khalid.almomani@anu.edu.jo">khalid.almomani@anu.edu.jo</a>	<a href="http://www.anu.edu.jo">www.anu.edu.jo</a>
Cluj-Napoca Universitatea Bogdan Voda din Cluj-Napoca RO CLUNAP09 OID: E10329859		1. Univ. Prof. Dr. Mohammad Jaradat <a href="mailto:erasmus@ubv.ro">erasmus@ubv.ro</a> 2. Univ. Lect. Dr. Sergiu-Vlad STAN +40 734 202 414 <a href="mailto:international@ubv.ro">international@ubv.ro</a>	<a href="mailto:international@ubv.ro">international@ubv.ro</a>

<b>Academic and additional requirements</b>			
<b>Requirement</b>	<b>Details</b>		<b>Website for information (optional)</b>
Academic requirements	Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code); EQF level  For students: student transcript usually for the previous academic year/semester		<b>Application conditions for Bachelor students:</b> -The student's grade should not be less than "Good". -The exchange period should not be in the last semester of the undergraduate studies. -That the student successfully completed 30 credit hours (in case of mobilities for study)



		-The student should provide an English proficiency certificate with B2 level (optional -depending on the sending organizations requirements)  <b>Application conditions for Masters students:</b> - The student's grade should not be less than "Very Good". - The exchange period should not be during the Master Thesis or Comprehensive Exam stage. - That the student successfully completed 6 credit hours. - The student should provide a proof of the national TOEFL
CV		NA
Motivation letter		NA
Recognition of linguistic competences		Yes
Other	For our staff: resume with focus on their research work	

## 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*<sup>10</sup>.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

<sup>10</sup> The Erasmus+ Student Charter is available here: [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en)

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.
- 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		- Not applicable	N/a
Language Support	ENGLISH	presidency@anu.edu.jo khalid.almomani@anu.edu.jo presidency@anu.edu.jo	General: <a href="https://www.anu.edu.jo/">https://www.anu.edu.jo/</a>
Visa		khalid.almomani@anu.edu.jo presidency@anu.edu.jo	<a href="https://www.anu.edu.jo/">https://www.anu.edu.jo</a>
Insurance		khalid.almomani@anu.edu.jo khalid.almomani@anu.edu.jo	<a href="https://www.anu.edu.jo/">https://www.anu.edu.jo</a>
Inclusion of participants with fewer opportunities		presidency@anu.edu.jo	<a href="https://www.anu.edu.jo/">https://www.anu.edu.jo</a>
Mentoring		khalid.almomani@anu.edu.jo erasmus@ubv.ro	erasmus@ubv.ro
Grant payments	Cluj-Napoca RO CLUJNAP09 OID: E10329859		
Alumni information		Not applicable	

## 7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

*Recognition tools that will be used: The mobility of academic staff will be recognized through the certification of activities carried out during the professional development and/or job shadowing mobility. Universitatea Bogdan Vodă will use a recognition system based on the certificate of participation provided by the receiving institution (Ajloun National University).*

*Mobility Agreement for staff: The academic staff mobility will be based on a **Mobility Agreement** approved in advance by Universitatea Bogdan Vodă, the Ajloun National University, and the participant. This agreement will specify the learning objectives and activities to be undertaken during the mobility.*

*Universitatea Bogdan Vodă will automatically recognize all activities and objectives set out in the **Mobility Agreement**, provided that they are successfully completed according to the criteria outlined in the agreement.*

*Transcript of Records/Certificate: Upon completion of the mobility, Universitatea Bogdan Vodă will request a certificate of participation issued by the Ajloun National University, confirming the completion of the professional development and/or job shadowing activities as specified in the **Mobility Agreement**. This certificate will be used for official recognition of the mobility at the institutional level*

- 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. (to be decided by mutual agreement)
  - 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**<sup>11</sup>. 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
Cluj-Napoca RO CLUJNAP09	Grading system at UBV Cluj-Napoca Grading system is aligned with the ECTS Users' Guide principles 10 – Excellent 9 – Very good 8 – Good 7 – Satisfactory 6 – Sufficient 5 – Minimum passing grade 1–4 – Fail	General: <a href="https://www.ubv.ro/">https://www.ubv.ro/</a>
Ajoun National University	Grading system at <a href="https://www.anu.edu.io/bsc/">https://www.anu.edu.io/bsc/</a> <a href="https://www.anu.edu.io/graduate-studies/">https://www.anu.edu.io/graduate-studies/</a>	<a href="https://www.anu.edu.io/bsc/">https://www.anu.edu.io/bsc/</a> <a href="https://www.anu.edu.io/graduate-studies/">https://www.anu.edu.io/graduate-studies/</a>

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



Both institutions agree to support the mobility of staff through a focus on professional development and job shadowing activities. The specifics of these activities will be outlined in the Mobility Agreement for each participant.

## 10. Termination of the agreement

*The present Inter-institutional agreement is valid until September 30, 2027. Any decision to terminate the contract must be made at least one year prior to this date. The parties may mutually agree to terminate the partnership at least one year before this deadline. Additionally, the parties may unilaterally terminate the present Inter-institutional agreement by notifying the other party, with at least one year's notice.*

<sup>11</sup> The ECTS user's guide is available here: [https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide\\_en](https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en)

**SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>12</sup>
Universitatea Bogdan Voda din Cluj-Napoca RO CLUNAP09	Professor Mohammad JARADAT, PhD Rector Universitatea Bogdan Voda din Cluj-Napoca	06/05/2025	
Ajloun National University	Prof. DR. Feras Hanandeh University President  Dr. Khaled Mornani Program coordinator Ajloun National University	07/05/2025	

<sup>12</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation