



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff among EU Member States and third countries associated to the Programme

Information on Digital Inter-Institutional Agreements

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.



Information about the higher education institutions

Interinstitutional Agreement Partners				
Partner HEI 1	Name of the institution (and department, where relevant)		SCHAC code	Erasmus code
	FAKULTETA ZA DIZAJN, SAMOSTOJNI VISOKOSOLSKI ZAVOD		fd.si	SI LJUBL-JA09
Partner HEI 2	Name of the institution (and department, where relevant)		SCHAC code	Erasmus code
	ACADEMIE ROYALE DES BEAUX-ARTS DE BRUXELLES ECOLE SUPERIEURE DES ARTS		arba-esa.be	B BRUX-EL05
	Partner Contact Details			
	#	Full Name	Email	
	1	Dana Trama	erasmus@arba-esa.be	

Approvals Table			
SCHAC code	Name	Email	Date
fd.si	Jan Krmelj	jan.krmelj@fd.si	2026-02-06T12:43:58Z
arba-esa.be		erasmus@arba-esa.be	2026-02-06T11:56:28Z



Partner 1 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

Calendar	
Incoming student nominations must reach the institution by:	
Autumn term [day/month]	01/05
Spring term [day/month]	01/11
Applications from incoming students must reach the institution by:	
Autumn term [day/month]	01/06
Spring term [day/month]	01/12

The institution will send its decision within 5 weeks, and no later than 5 weeks.

Application procedure Information		
Contact email	Contact phone	Websites for information
jan.krmelj@fd.si	+3860589235011	https://fd.si/erasmus?lang=en

Additional requirements Information		
Academic requirements		
ECTS completed	Subject area (ISCED)	EQF level
Requirement	Details	Website
CV	CV	https://fd.si/erasmus?lang=en
Motivation letter	Motivation letter	https://fd.si/erasmus?lang=en
Other	Portfolio	https://fd.si/erasmus?lang=en
Other	Student application form	https://fd.si/erasmus?lang=en
Other	ID photo	https://fd.si/erasmus?lang=en
Other	Transcript of records	https://fd.si/erasmus?lang=en



Other	Learning agreement	https://fd.si/erasmus?lang=en
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Inclusion and accessibility Information

The institution will provide support to incoming mobile participants with special needs, 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:

Available infrastructure adjusted for people with:	Description of infrastructure	Contact details	Website for information
Available support services for people with:	Description of infrastructure	Contact details	Website for information

Housing Information

The 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 contact points and information sources:

Contact email	Contact phone	Websites for information
info@studyinslovenia.si	+386059235011	https://studyinslovenia.si/live/accomodation/

Visa Information

The institution 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:

Contact email	Contact phone	Websites for information
jan.krmelj@fd.si	+386059235011	https://studyinslovenia.si/live/visa-and-residence-permit/

Insurance Information

The institution 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:

Contact email	Contact phone	Websites for information
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info@studyinslovenia.si	+386059235011	https://studyinslovenia.si/live/health-insurance/
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Additional Information			
Information on	Contact email	Contact phone	Website for information

A Transcript of Records will be issued by the institution no later than 5 weeks after the assessment period has finished.

[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]



Partner 2 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

Calendar	
Incoming student nominations must reach the institution by:	
Autumn term [day/month]	15/04
Spring term [day/month]	15/11
Applications from incoming students must reach the institution by:	
Autumn term [day/month]	15/04
Spring term [day/month]	15/11

The institution will send its decision within 4 weeks, and no later than 5 weeks.

Application procedure Information		
Contact email	Contact phone	Websites for information
erasmus@arba-esa.be	+3225061010	www.arba-esa.be

Additional requirements Information		
Academic requirements		
ECTS completed	Subject area (ISCED)	EQF level
Requirement	Details	Website

Inclusion and accessibility Information			
The institution will provide support to incoming mobile participants with special needs, 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:			
Available infrastructure adjusted for people with:	Description of infrastructure	Contact details	Website for information
Available support services for people with:	Description of infrastructure	Contact details	Website for information



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Housing Information

The 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 contact points and information sources:

Contact email	Contact phone	Websites for information
erasmus@arba-esa.be	+3225061010	https://arba-esa.be/fr/vie-etudiante/vivre-bruxelles/logements-guide-pratique-accomodation-practical-guide

Visa Information

The institution 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:

Contact email	Contact phone	Websites for information
erasmus@arba-esa.be	+3225061010	https://dofi.ibz.be/en/themes/third-country-nationals/study

Insurance Information

The institution 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:

Contact email	Contact phone	Websites for information
erasmus@arba-esa.be	+3225061010	https://www.studyinbelgium.be/en/health-insurance-system-and-useful-numbers-french-speaking-belgium

Additional Information

Information on	Contact email	Contact phone	Website for information
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A Transcript of Records will be issued by the institution no later than 8 weeks after the assessment period has finished.

[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]



Cooperation conditions

Terms of the agreement to be set for each agreement and approved by the institutions. (Information only accessible to the relevant parties)

Student Mobility for Studies					
1	Sending SCHAC	Sending Department	EQF level	Start Academic Year	End Academic Year
	arba-esa.be		67	2025/2026	2028/2029
	Receiving SCHAC	Receiving Department	Blended Mobility option	Number of Students	Total Months Per Year
	fd.si		NO	2	10
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0210			
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
	1	sl	B2		
2	en	B2	0212		



Inter-Institutional Agreement

2	Sending SCHAC	Sending Department	EQF level	Start Academic Year	End Academic Year
	fd.si		67	2025/2026	2028/2029
	Receiving SCHAC	Receiving Department	Blended Mobility option	Number of Students	Total Months Per Year
	arba-esa.be		NO	2	10
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0212			
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
	1	en	B2	0212	
2	fr	B2			

Student Mobility for Traineeships

Staff Mobility for Teaching



1	Sending SCHAC	Sending Department		Start Academic Year	End Academic Year
	arba-esa.be			2025/2026	2028/2029
	Receiving SCHAC	Receiving Department		Number of Staff	Total Days Per Year
	fd.si			1	5.00
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0210			
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
1	en	B2			

2	Sending SCHAC	Sending Department		Start Academic Year	End Academic Year
	fd.si			2025/2026	2028/2029
	Receiving SCHAC	Receiving Department		Number of Staff	Total Days Per Year
	arba-esa.be			1	5.00
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0210			
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
1	en	B2	0212		

Staff Mobility for Training



Inter-Institutional Agreement

1	Sending SCHAC	Sending Department	Start Academic Year	End Academic Year
	arba-esa.be		2025/2026	2028/2029
	Receiving SCHAC	Receiving Department	Number of Staff	Total Days Per Year
	fd.si		1	5.00
	Subject Areas (ISCED)			
	#	Subject Area	Subject Area Clarification	
	1	0210		
2	Sending SCHAC	Sending Department	Start Academic Year	End Academic Year
	fd.si		2025/2026	2028/2029
	Receiving SCHAC	Receiving Department	Number of Staff	Total Days Per Year
	arba-esa.be		1	5.00
	Subject Areas (ISCED)			
	#	Subject Area	Subject Area Clarification	
	1	0210		