



Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet 0311

1. Institutional Information

1.1 Institutional details

UNIVERSITY OF MACEDONIA	Name of the institution
G THESSAL02	Erasmus Code
https://www.uom.gr/en/erasmus-office	Institution website
156 Egnatia str., 546 36 – Thessaloniki, GREECE	Postal Address

1.2 Main contacts at the Department of Economics

Contact person	Maria Kargioti
Responsibility	Contact person for outgoing – incoming students
Contact details	Tel.: +30 2310 891798 – Fax: +30 2310 891292 e-mail: makar@uom.gr

1.3 Departmental Erasmus Coordinator:

Department	Department of Economics
Contact person	Bampinas Georgios, Assistant Professor Zormpas Dimitrios, Assistant Professor (alternate member)
Responsibility	Academic Erasmus Coordinator
Contact details	Tel.: +30 2310 891677 e-mail: bampinasg@uom.edu.gr Tel.: +30 2310 891688 e-mail: zormpas@uom.edu.gr

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject Area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	0311	Greek/English	B1/B2
Staff Mobility for Teaching	0311	Greek/English	B2

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction, please refer to our course catalogue, see <https://www.uom.gr/en/erasmus-office/course-list>

2.2. Additional requirements

G THESSAL02:

- For incoming students we need to have the nomination no later than June 1st for students applying for the autumn semester, and November 1st for students applying for the spring semester.
- For more information concerning application procedure please visit the website <https://www.uom.gr/en/erasmus-office>
- Application documents received after application deadlines will not be accepted.
- In case the application documents are not written in English or in Greek, the applicants have to submit an authorized translation of these documents.
- Exchange studies for PhD students are organized according to individual plans.
- It is not possible for exchange students to defend their BA/MA/PhD thesis at the host university.
- All additional information for incoming students can be found at <https://www.uom.gr/en/erasmus-office>
- Incoming international staff members should contact the departmental coordinator of the respective faculty of Economics, bampinasg@uom.gr
- UOM has the infrastructure to support students with disabilities. Student with disabilities will be contacted before the final approval of the acceptance. While sending the nomination letter, the Erasmus office and the Departmental Coordinator should be informed (10 months prior to arrival) about students with disabilities in order to provide the proper support to these students. Final decision depends on extra services/ facilities available.

2.3. Calendar

2.3.1 Applications Deadlines:

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

Autumn term	June 20 th
Spring term	November 20 th

2.3.2. Decision Response

We will send our decision by email within 2 weeks.

2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at our institution. *(It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines)*

2.3.4. Termination of Agreement

The agreement will become operative on the date of signature of both universities and shall remain in force for a period of 7 years. In the event of unilateral termination of the agreement, a notice of at least one academic year will be given to the partner institution. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict

3. Additional information

3.1. Grading system

G THESSAL02:

ECTS Grading Scale	Grades in UOM	Definition
A	10-8,5	excellent
B	8,49-6,5	very good
C	6,49-5	good
D	-	satisfactory
E	-	sufficient
FX	4,99-1	fail
F	4,99-1	fail

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

Visa invitations will be automatically issued for those persons who need an entry visa for study purposes together with the acceptance letter. Information and assistance can be provided by the following contact points and information sources:

Contact person	Ms Maria Chanioti
Responsibility	Administrative Staff
Contact details	chanioti@uom.gr
Website	https://www.uom.gr/en/erasmus-office

3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

We will inform incoming student/staff 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 person	Ms Maria Chanioti
Responsibility	Administrative Staff

Contact details	chanioti@uom.gr
Website	https://www.uom.gr/en/erasmus-office

3.4. Housing

Our institution will guide incoming student/staff in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Contact person	http://compus.uom.gr/erasmus/?q=en/node/164
Responsibility	Provide support for accommodation even before arriving in Thessaloniki
Contact details	esn.uom.thessaloniki@gmail.com
Website	http://compus.uom.gr/erasmus/?q=en

Any changes to this Annex will be published on our website:

<https://www.uom.gr/en/erasmus-office>