*********College* of *Applied Sciences „Lavoslav Ružička“* in *Vukovar***

***Erasmus+ programe 2014-2020.***

***Partner institutional key data***

**PARTNER INSTITUTIONAL KEY DATA**

**GENERAL PARTNER INSTITUTION INFORMATION**

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| NAME OF THE INSTITUTION | Veleučilište „Lavoslav Ružička“ u Vukovaru  College of Applied Sciences „Lavoslav Ružička“ in Vukovar |
| ACRONYM | VEVU |
| ADDRESS | Županijska 50  32000 Vukovar, Croatia |
| TELEPHONE | +38532444695 |
| FAX | +38532444686 |
| E-MAIL | dekanat@vevu.hr |
| HOMEPAGE | www.vevu.hr |
| ECHE | 263513-LA-1-2014-1-HR-E4AKA1-ECHE |
| PIC CODE | 946888587 |
| ACCREDITATION TYPE (ERASMUS CHARTER FOR HIGHER EDUCATION (ECHE) | Applicable |
| ERASMUS ID CODE | HR VUKOVAR01 |
| TYPE OF ORGANIZATION | Higher education institution (tertiary level) |
| LEGAL STATUS | Public higer education institute |
| LEGAL REPREZENTATIVE/RECTOR/DEAN | Željko Sudarić, PhD, Senior Lecturer |

**ERASMUS DATA INFORMATION**

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| FACULTY/DEPARTMENT NAME | Veleučilište „Lavoslav Ružička“ u Vukovaru  College of Applied Sciences „Lavoslav Ružička“ in Vukovar |
| ACRONYM | VEVU |
| ADDRESS | Županijska 50  32000 Vukovar, Croatia |
| TELEPHONE | +38532444695 |
| FAX | +38532444686 |
| E-MAIL | [dekanat@vevu.hr](mailto:dekanat@vevu.hr) |
| HOMEPAGE | [www.vevu.hr](http://www.vevu.hr) |
| NAME AND ADRESS OF ERASUSME OFFICE | Erasmus Office, location: underground P11  Županisjka 50, 32000 Vukovar, Croatia |
| ERASMUS COORDINATOR | Karolina Novinc, prof. spec. oec.  E-mail: [karolina.novinc@vevu.hr](mailto:karolina.novinc@vevu.hr) |
| TELEPHONE | +38532444688 |
| FAX. | +38532444686 |
| E-MAIL | [erasmus@vevu.hr](mailto:erasmus@vevu.hr) |
| LINK OF THE ERASMUS: | http://www.vevu.hr/?g=12&i=161 |
| INSTITUTIONAL PERSON RESPOSIBILE FOR INCOMING STUDENT | ECTS coordinator of the department |
| ECTS COORDINATORS  (incoming SMS) | Department of Health Studies:  Slavica Janković, Ph.D. Lecturer  E-mail: slavica.jankovic@vevu.hr |
| Business Department:  Željka Borzan, Ph.D. Lecturer  E-mail: zeljka.kulenovic@vevu.hr |
| Administrative Department:  Ivan Belaj, LLM, lecturer,  E-mail: ivan.belaj@vevu.hr |
| SUPERVISORS FOR INCOMING STUDENT PRACTICE  (incoming SMP) | Department for Health Studies  Vesna Šeper, Master of Sports Medicine and Physiotherapy, Lecturer  E-mail: vesna.seper@vevu.hr |
| Business Department  Darija Ivanković, MSc, Senior Lecturer  E-mail: darija.ivankovic@vevu.hr |
| Administrative Department  Željka Vajda Halak, LLB,Lecturer  E-mail: zeljka.vajda-halak@vevu.hr |

**IMPORTATNT DATES**

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| ACADEMIC CALENDAR | begining October - end of September of the current year |
| 1ST WINTER SEMESTER | October –February |
| 2ND SUMMER SEMESTER | end of February – middle of June |
| SUMMER HOLIDAYS | end of July – midle August |
| FALL EXSAMINATION PERIOD | end of August – end of September |
| For further information regarding the actual **Academic calendar** consult web page: <http://www.vevu.hr/?podatak_id=6&g=12&i=161&j=204&panel=1#panel-1> | |
| NOMINATIONS DEADLINE: | |
| 1ST SEMESTER | 10th  May |
| 2ND SEMESTER | 10th October |
| APLICATIONS DEADLINE: | |
| 1ST SEMESTER | 10th  June |
| 2ND SEMESTER | 10th November |
| TRANSCRIPT OF RECORDS PROCEDURE | Students needs to contact the ECTS departhment coordinator  Inofrmations on web page:  <http://www.vevu.hr/?podatak_id=3&g=12&i=161&j=204&panel=1#panel-1>  Official transcripts must be requested by the student personally at the student office of the respective faculty / academy at the end of the exchange period, prior to departure.  A transcript of Records will be issued by College no leter than 4 weeks after the assessment period has finished. |

**LOCAL GRADING SYSTEM OF THE INSTITUTION**

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| |  |  |  |  | | --- | --- | --- | --- | | **ECTS SCALE** | | |  | | DESCRIPTION |  | LOCAL GRADE | **English description** | | 86-100% CORRECT | **A** (Excellent) | Odličan (5) | **excellent (5)** | | 71-85% CORRECT | **B** (Above average) | Vrlo dobar (4) | **very good (4)** | | 56-70% CORRECT | **C** (Average) | Dobar (3) | **good (3)** | | 50-55% CORRECT | **D** (Below average) | Dovoljan (2) | **sufficient (2)** | | LESS THAN 40-49% CORRECT | **E** (Fall) | Nedovoljan (1) | **insufficient (1)** | |  | **FX** (Fall) |  | **insufficient (1)** | |  | **F** (Fall) |  | **insufficient (1)** | |

ECTS credits:

Croatia award **ECTS** **credits** (European Credit Transfer System), as a part of the Bologna system. Although there is no national regulation on this issue, it is common for 1 ECTS credit to be equivalent to approx. 30 student working hours. Credits are awarded when a course has been completed and all required examinations have been successfully taken.

**One term:** 30 ECTS

**Academic Year:** 60 ECTS

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| STUDY PROGRAMMES | 1st cycle: | Professional Undergraduate Study of Commerce  Professional Undergraduate Study of Physioteraphy  Professional Undergraduate Study of Public Administration |
| 2nd cycle: | Specialist graduate professional study programme Preventive Physiotherapy |

**INFORMATION**

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| General information | INFORMATION PACKAGE  <http://www.vevu.hr/?podatak_id=6&g=12&i=161&j=204&panel=1#panel-1>  <http://www.vevu.hr/uploads/50Information%20for%20incoming%20students.pdf> |
| INSURANCE | The instructions for incoming foreign students are available at:  <http://www.vevu.hr/?podatak_id=6&g=12&i=161&j=204&panel=1#panel-1>  <http://www.hzzo.hr/en> |
| VISA | EU citizens don't need a VISA  The instructions for incoming foreign students are available at:  <http://www.vevu.hr/?podatak_id=6&g=12&i=161&j=204&panel=1#panel-1>  <http://www.mvep.hr/en/consular-information/visas/visa-requirements-overview/>  http://www.mup.hr/47.aspx |
| HOUSING | Participant is own responsibile for accomodation.  The College will quide incoming mobile participations in finding accomodation.  Accommodation in student dormitory: NEW  <https://studom.vevu.hr/>  Hotel and Privat accomodation  Housing in Vukovar:  <http://www.vevu.hr/?podatak_id=6&g=12&i=161&j=204&panel=1#panel-1>  <http://www.turizamvukovar.hr/index.php?stranica=27>  <http://www.visitvukovar-srijem.com/hr/smjestaj/privatni-smjestaj/>  <http://www.vukovar.hr/turizam-i-informacije/turizam-main-menu/smjestaj-u-vukovaru> |
| LANGUAGE REQUIREMENTS | English language Level B2  Any language proficiency certificate such as TOEFL etc. is more than welcome, but not mandatory.  An alternative is that students provide certificate on English language proficiency from home university. |
| Application procedures | <http://www.vevu.hr/index.php?podatak_id=3&g=12&i=161&j=204&panel=1#panel-1> |
| Learning Agreement | <http://www.vevu.hr/index.php?podatak_id=6&g=12&i=161&j=204&panel=1#panel-1> |

**INCOMING STUDENT INFO**

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| STUDY AS AN EXCHANGE STUDENT/  INCOMING STUDENTS | See Brochure for Incoming Foreign Students, available at :  <http://www.vevu.hr/?podatak_id=3&g=12&i=161&j=204&panel=1#panel-1>  <http://www.vevu.hr/?g=12&i=161&j=204> |
| COURSE CATALOGUES | Course catalogues in Croatian:  <http://www.vevu.hr/?podatak_id=4&g=12&i=161&j=204&panel=1#panel-1>  COURSES CATALOGUES IN ENGLISH:  On request |
| LANGUAGE COURSES | ONLY CROATIAN  On request only for Health studies |
| RECOMMENDED LANGUAGE SKILLS/language instruction | Croatian B1  English B2 |
| ECTS credit sistem | Yes |
| Facilities for disabled | The institution welcomes students and staff with disabillities. |

**INCOMING STAFF INFO**

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| INCOMING STAFF | <http://www.vevu.hr/?g=12&i=161&j=218> |