

Annex II to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	LATVIAN ACADEMY OF SPORT EDUCATION
Erasmus Code	LV RIGA06
EUC	219384-LA-1-2014-1-LV-E4AKA1-ECHE
Institution Web site	www.lspa.lv
Erasmus Unit	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195
Online course catalogue	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=216&Itemid=183

1.2. Main contacts

Responsibility	Erasmus Institutional coordinator
Contact person	Dr.paed., Prof. Uldis Švinks
Contact details	Brivibas gatve 333, LV-1006, Riga, Latvia Phone: +371 67543422; Fax: +371 67543480; e-mail: uldis.svinks@lspa.lv

Responsibility	Head of Study Department
Contact person	Dr.paed., Assoc.prof. Ivars Kravalis
Contact details	Brivibas gatve 333, LV-1006, Riga, Latvia Phone: +371 67543428 ; Fax: +371 67543480 ; e-mail: ivars.kravalis@lspa.lv

Responsibility	Head of Master / Doctoral study Department
Contact person	Mg.paed., Tatjana Nīkiforova
Contact details	Brivibas gatve 333, LV-1006, Riga, Latvia Phone: + 371 67799525; e-mail: tatjana.nikiforova@lspa.lv

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	813	Latvian, English	B2
Staff Mobility for Teaching	813	Latvian, 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 recommendations, please refer to our course catalogue.

2.2. Calendar

2.2.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	June 15 th
Spring term	December 15 th

2.2.2. Decision Response

We will send our decision within **4** weeks.

2.2.3. Transcripts of Records

A Transcript of Records will be issued no later than **4** weeks after the assessment period has finished at our institution.

2.2.4. Termination of Agreement

This agreement can be terminated at any time by mutual consent. 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 of one given year will only take effect as of 1 September of the next year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

3. Additional information

3.1. Grading system

Grading system of Latvian Academy of Sport Education can be found at:

http://lspa.eu/files/study/accreditation_documents/43142.pdf

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

Contact person	Uldis Švinks
Contact details	Brīvības gatve 333, LV-1006, Rīga, Latvia Phone: +371 67543422, Fax: +371 67543480 e-mail: uldis.svinks@lspa.lv
Website	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195

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: http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm. We will inform incoming students/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	Uldis Švinks
Contact details	Brīvības gatve 333, LV-1006, Rīga, Latvia

	Phone: +371 67543422, Fax: +371 67543480 e-mail: uldis.svinks@lspa.lv
Website	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195

3.4. Housing

Our institution will guide incoming student/staff 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:

Contact person	Uldis Svinks
Contact details	Brivibas gatve 333, LV-1006, Riga, Latvia Phone: +371 67543422, Fax: +371 67543480 e-mail: uldis.svinks@lspa.lv
Website	http://www.lspa.eu/eng/index.php?option=com_content&view=article&id=234&Itemid=195