

RIGA GRADUATE SCHOOL OF LAW

ANNEX TO THE *ERASMUS + INTER-INSTITUTIONAL AGREEMENT* with the University of Genoa

Key Action 1 – mobility for learners and staff – Higher education Student and Staff Mobility

1. Information about higher education institutions

1.1 Institutional details

Name of the Institution	RIGA GRADUATE SCHOOL OF LAW
Erasmus code	LV RIGA34
Institution website	www.rgsl.lv
International Students webpage	www.rgsl.lv
Information for incoming students	http://www.rgsl.edu.lv/en/study-at-rgsl/erasmus/incoming-students/
Course catalogue	http://portal.rgsl.edu.lv/

1.2 Main contacts

Institutional Coordinator	Ulla Zumente - Steele
Contact details	Strēlnieku iela 4 k-2, Rīga, LV-1010, LATVIA Telephone: +371-67030215 Fax: +371-67039240 Email: ulla@rgsl.edu.lv

Other useful contacts	Prof. Mel Kenny, Pro-Rector
	Telephone: +371-67030202 Email: mel.kenny@rgsl.edu.lv

2. Recommended language skills

Subject area	Language of Instruction	Recommended language of instruction level*	Type of mobility
Law, Diplomacy, Business	ENGLISH	B2	Student mobility
Law, Diplomacy, Business	ENGLISH	C1	Teacher mobility

*Level according to Common European Framework of Reference for languages (CEFR), see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

3. Additional requirements

Nominated students will be asked to submit an on-line application with the following attachments:

Academic transcript in English, a nomination letter from the home university confirming proficiency of English language, copy of passport or official ID, a photograph (electronically, passport size), preliminary/indicative study plan. A welcome letter and additional practical information on housing, insurance and visas will be sent to the nominated students individually.

4. Calendar

4.1 Applications/information on nominated students must reach Riga Graduate School of Law by:

Autumn term	1 May nominations, 20 May online applications
Spring term	15 October nominations, 1 November online applications

4.2 Decision

The receiving institution will send its decision within 2 weeks after online application deadline.

4.3 Transcript of records

A Transcript of Records will be issued no later than 4 weeks after the assessment period has finished at Riga Graduate School of Law.

5. Information

5.1 Grading system of the Institution

Grading System at Riga Graduate School of Law

Latvian grade	Meaning	ECTS grade
10	with distinction	A
9	excellent	A
8	very good	B
7	good	C
6	almost good	D
5	satisfactory	E
4	almost satisfactory	E/FX
3-1	unsatisfactory	FAIL

5.2 Visa

Riga Graduate School of Law 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 details	Anda Lesiņa, Head of Study Department Anda.lesina@rgsl.edu.lv
Website	http://www.rgsl.edu.lv/en/study-at-rgsl/erasmus/incoming-students/

5.3 Insurance

Riga Graduate School of Law will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The 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:
Erasmus coordinator's email ulla@rgsl.edu.lv

<http://www.rgsl.edu.lv/en/study-at-rgsl/erasmus/incoming-students/>

5.4 Housing

Riga Graduate School of Law 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 contacts and information sources:

Contact details	Erasmus coordinator's email: ulla@rgsl.edu.lv
Website	http://www.rgsl.edu.lv/en/study-at-rgsl/erasmus/incoming-students/