



# Erasmus+ Programme

## Inter-institutional agreement 2014-2020

The institutions named below 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, in particular the recognition of the credits awarded to students by the partner institution.

Name of the institution	Erasmus code	Contact details	Website
Universidad de Oviedo	E OVIEDO01	MARIA JOSE SUAREZ FERNANDEZ AVDA. DEL CRISTO, S/N 33006 - OVIEDO. Spain Phone: +34985104886 Fax: +34985103709 email: msuarezf@uniovi.es	<a href="http://www.uniovi.es/internacional/extranjeros">http://www.uniovi.es/internacional/extranjeros</a>
<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01	<a href="mailto:Claudia.schileo@uniud.it">Claudia.schileo@uniud.it</a> outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221  International Student Service <a href="mailto:iss@uniud.it">iss@uniud.it</a> incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497  A. Zanette VIA TOMADINI, 30 A. Stanza Nr. 17 33100 - Udine. Italia Phone: +39 0432 249303 Fax: +39 0432 249329 email: antonino.zanette@uniud.it	<a href="http://www.uniud.it/international-area/incoming-mobility">http://www.uniud.it/international-area/incoming-mobility</a>  general course catalogue: <a href="http://www.uniud.it/didattica/facolta">http://www.uniud.it/didattica/facolta</a>  courses held in english: <a href="http://www.uniud.it/international-area">http://www.uniud.it/international-area</a>

### ACUERDO: 392 - TRAMITACION

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods			
					Student Mobility for Studies	Student Mobility for Traineeships		
I UDINE01	E OVIEDO01	314	Economics	1st	2	20		
E OVIEDO01	I UDINE01	314	Economics	1st	2	20		

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods			
				Staff Mobility for Teaching	Staff Mobility for Training		

The sending institution, following agreement with the receiving 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:

Receiving Institution	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
E OVIEDO01	Economics	Spanish		B1	B1

For more details on the language of instruction recommendations, see the course catalogue of each institution [*Links provided on the first page*].

- Courses held in english can be offered within some study courses. The student can check the list on our web-site: <http://www.uniud.it/international-area>

#### D. Additional requirements

<http://www.uniovi.es/recursos/oneo>

#### **At the University of Udine:**

The original transcript of records (no carbon copy is accepted) with the exams done by the Italian student can be given or sent directly to him/her OR to the International Relations and Mobility Office of I UDINE01.

The Learning Agreement or the changed Learning Agreement has to be given to the Italian student who will submit to the approval of the professor coordinator.

The incoming Erasmus student/partner universities can check information about extension of study period and changes to the original L. Agreement on the web site of I UDINE01:

- <http://www.uniud.it/international-area/incoming-mobility/Prolungamento%20periodo%20di%20studio%20-%20Extension%20study%20period/prolungamento-del-periodo-di-studio?lingua=eng>

- <http://www.uniud.it/international-area/incoming-mobility/modifiche-piano-di-studi-changes-to-original-proposed-learning-agreement/modifiche-piano-di-studi-learning-agreement?lingua=eng>

#### E. Calendar

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

Receiving Institution	Autumn term	Spring term
	[month]	[month]
E UNIOVI01	30 <sup>th</sup> July	30 <sup>th</sup> November
I UDINE01	15 May (nomination letter)	30 September (nomination letter)

2. I UDINE01 will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from I UDINE01.

3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to [iss@uniud.it](mailto:iss@uniud.it)). I UDINE01 cannot guarantee the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc...).

4. I UDINE01 will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.

5. Erasmus incoming student at I UDINE01 has to collect the Transcript of Records before leaving Udine, otherwise the Transcript of Records will be issued and sent by I UDINE01 no later than 5 weeks directly to the personal post address of the student.

2. The receiving institution will send its decision within 3 weeks.

3. A Transcript of Records will be issued by the receiving institution no later than 12 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

This Collaboration Agreement may be terminated on the following grounds:

- End of the stipulated period of validity.
- Mutual agreement between the parties.
- Written notice of termination with 6 months in advance, provided the termination shall not become effective until the end of the stay of the students enrolled in both institutions on the date of notification.

## F. Information

### 1. Grading systems of the institutions

<http://www.uniovi.es/en/internacional/extranjeros/estudiar>

Institution [Erasmus code]	WEB PAGE
I UDINE01	<a href="http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng</a>

### 2. Visa

The sending and receiving institutions 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:

Institution	Contact details	Website for information
E UNIOVI01	<a href="mailto:relinsur@uniovi.es">relinsur@uniovi.es</a>	<a href="http://www.uniovi.es/en/internacional/extranjeros/planifica/formalizacion">http://www.uniovi.es/en/internacional/extranjeros/planifica/formalizacion</a>
I UDINE01		<a href="http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng</a>

### 3. Insurance

The sending and receiving institutions 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:

Institution	Contact details	Website for information
E UNIOVI01	relinnorte@uniovi.es	http://www.uniovi.es/internacional/extranjeros/planifica/documentacion

At I UDINE01: Non Eu students can provide personally to get a private insurance in order to obtain the VISA for the study period.

Eu students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.


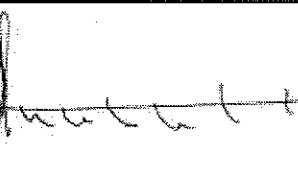
#### 4. Housing

The receiving 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 persons and information sources:

Institution	Contact details	Website for information
E UNIOVI01	Vicinter.accom@uniovi.es	http://www.uniovi.es/vida/alojamiento
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
E UNIOVI01	Covadonga Betegón Biempica Vicerrectora de Internacionalización y Postgrado	24/09/2013	 
I UDINE01	Vice rector for International Mobility prof. M. Ballerini	31/10/13	