



Erasmus+ Programme

Inter-institutional agreement 2017/18-2020/2021

Higher Education Student and Staff Mobility
→Mobility for learners and staff←

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.

A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details (Name, E-mail, Phone)
University of Potsdam International Relations Office Am Neuen Palais 10 14469 Potsdam – Germany Fax: +49 331 977 – 1798 www.uni-potsdam.de	D POTSDAM 01	Erasmus+ Institutional Coordinator: Ms. Pia Kettmann – Tel.: +49 331 977 4055 pia.kettmann@uni-potsdam.de Erasmus+ Departmental Coordinator: Prof. Dr. Torsten Schaub Institut für Informatik August-Bebel-Straße 89 D-14482 Potsdam - Germany Tel: +49-331-977-3080/3081 Fax: +49-331-977-3122 torsten@cs.uni-potsdam.de
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY PIC-Number 999899281	I UDINE01	Erasmus+ Institutional Coordinator: Claudia.schileo@uniud.it outgoing mobility & Erasmus+ Studio Agreements Fax +39-0432-556229 phone:+39-0432-556221 International Student Service iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497 Departmental Coordinator: Prof. Agostino Dovier Dip. di Scienze Matematiche, Informatiche e Fisiche Tel: +39 0432 558494, Fax: +39 0432 558499 agostino.dovier@uniud.it

B. Mobility numbers per academic year

1. Student Mobility

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students / months (SMS)
D POTSDAM 01	I UDINE01	061	Information and Communication Technologies	2 nd ,3 rd	2/6 = 12
I UDINE01	D POTSDAM 01	061	Information and Communication Technologies	2 nd ,3 rd	2/6 = 12

2. Staff Mobility

FROM	TO	Subject area ISCED	Subject area name ISCED	Total number of staff mobility / total number of days (8 teaching hours per person and week)	
				STA	STT
D POTSDAM 01	I UDINE01	061	Information and Communication Technologies	2/5 = 10	Indication of interest is required beforehand
I UDINE01	D POTSDAM 01	061	Information and Communication Technologies	2/5 = 10	

C. Recommended language skills

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 ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
D POTSDAM 01	061	German	English	B1	-
I UDINE01	061	English	Italian	B1	-

D. Additional requirements

For more detailed information please contact the corresponding Erasmus-Departmental-Coordinator.

E. Calendar

1. E-Nomination via moveonnet:

Sending Institution	Winter term [month]	Summer term [month]
D POTSDAM 01	June 15 th	December 15 th

I UDINE01	15 May	30 September
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2. Student application deadlines:

Receiving Institution	Winter term [month]	Summer term [month]
D POTSDAM 01	July 15 th	January 15 th
I UDINE01	To be communicated after nomination	To be communicated after nomination

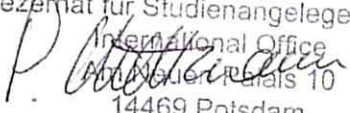
3. The receiving institutions will send their decisions within 6-8 weeks after deadline.
4. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
5. Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

	D POTSDAM 01	I UDINE01
WWW for Incoming Students	http://www.uni-potsdam.de/en/studium/data-storage/zielgruppenbereich/international-students.html	http://www.uniud.it/international-area/incoming-mobility
WWW Course Catalogue	http://www.uni-potsdam.de/studium/konkret/vorlesungsverzeichnisse.html	http://www.uniud.it/international-area
Housing	http://www.uni-potsdam.de/studium/potsdam/wohnen.html	http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng
Contact details	incoming-exchange@uni-potsdam.de	ISS@uniud.it
WWW Visa Information	http://www.uni-potsdam.de/studium/data-storage/zielgruppenbereich/international/einreisebestimmungen.html	http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng
Contact details	incoming-exchange@uni-potsdam.de	ISS@uniud.it
WWW Insurance Information	http://www.uni-potsdam.de/en/studium/data-storage/zielgruppenbereich/international-students/health-insurance.html	
Contact details	incoming-exchange@uni-potsdam.de	
ECTS Users' Guide	http://www.uni-potsdam.de/studium/ausland/studium/erasmus/ects.html	http://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/outgoing-mobility/ects-e-la-distribuzione-statistica-dei-voti

WWW Students and Staff with Disabilities	http://www.uni-potsdam.de/studium/beratung/behinderung.html	http://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-allestero-studiare-allestero/erasmus-studio/servizi-per-studenti-diversamente-abili-1
Contact details	incoming-exchange@uni-potsdam.de behinderung-studium(at)uni-potsdam.de	ISS@uniud.it

G. Signatures of the Institutions (legal representatives)

Institution	Name function	Date	Signature / Stamp
D POTSDAM 01	Ms. Pia Kettmann Erasmus+ Institutional Coordinator	03/11/16	<p>Universität Potsdam Dezernat für Studienangelegenheiten International Office Postfach 101 14469 Potsdam Germany</p> 
I UDINE01	PROF. Monica Ballerini Vice Rector Erasmus+ Mobility	10/11/16	<p>Monica Ballerini</p> 