



European Commission

University of Udine

**Erasmus+ Programme**  
**Key Action 1**  
**- Mobility for learners and staff -**  
**Higher Education Student and Staff Mobility**  
**Inter-institutional<sup>1</sup> agreement 2016/2017-**  
**2020/2021<sup>2</sup>**  
**between programme countries**  
**[Minimum requirements]<sup>3</sup>**

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus Studio 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 (and department where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01	<u>Claudia.schileo@uniud.it</u> outgoing mobility & Erasmus+ Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221  International Student Service <u>iss@uniud.it</u> incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497	Homepage for Incoming Students: <u><a href="http://www.uniud.it/en/uniud-international/incoming-exchange-students">http://www.uniud.it/en/uniud-international/incoming-exchange-students</a></u> General course catalogue: <u><a href="http://www.uniud.it/it/didattica/info-didattiche/guida-del-corso">http://www.uniud.it/it/didattica/info-didattiche/guida-del-corso</a></u> Courses held in English: <u><a href="http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses">http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses</a></u>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Università degli Studi di Udine	I UDINE01	Academic contact: Luca Selmi Phone +39 0432 558293 Fax +39 0432 558251 <a href="mailto:luca.selmi@uniud.it">luca.selmi@uniud.it</a>	Information on Master Courses <a href="http://web.uniud.it/didattica/facolta/ingegneria/ingegneria-elettronica-1/insegnamenti.htm">http://web.uniud.it/didattica/facolta/ingegneria/ingegneria-elettronica-1/insegnamenti.htm</a>  Information on PhD Course <a href="http://phd.dieqg.uniud.it/">http://phd.dieqg.uniud.it/</a>
TU Wien Vienna University of Technology	A WIEN02	Institutional Coordinator: Mr. Andreas Zemann, International Office, <a href="mailto:andreas.zemann@tuwien.ac.at">andreas.zemann@tuwien.ac.at</a> Tel. +43 1 58801 41552	<a href="http://www.tuwien.ac.at/international">www.tuwien.ac.at/international</a>

#### B. Student Mobility numbers<sup>4</sup> per academic year

[ If the agreement is signed for more than one academic year the partners commit to amend the table below in case of changes in the mobility data by no later than the end of September in the preceding academic year.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED] + Subject area name	Study cycle [1 <sup>st</sup> cycle, or undergraduate]	Study cycle [2 <sup>nd</sup> cycle or postgraduate]	Study cycle [phd or doctoral cycle]	Number of student	Duration of stay for each student [number of months]
I UDINE01	A WIEN02	0541 Applied mathematics, 0713 Electrical engineering		1		1	6
I UDINE01	A WIEN02	0541 Applied mathematics, 0713 Electrical engineering			1	1	4
A WIEN02	I UDINE01	0541 Applied mathematics, 0713 Electrical engineering		1		1	6

<sup>4</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*):  
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

A WIEN02	I UDINE01	0541 Applied mathematics, 0713 Electrical engineering			1	1	4
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### C. Teaching Staff Mobility per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching	Average duration in weeks (minimum of teaching hours required: 8)
I UDINE01	A WIEN02	0541; 0713	Applied mathematics, Electrical engineering	1	1
A WIEN02	I UDINE01	0541; 0713	Applied mathematics, electrical engineering	1	1

### D. 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 [Erasmus code]	Optional Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies (Minimum recommended level: B1)	Staff Mobility for Teaching (Minimum recommended level: B2)
I UDINE01		Italian	English	B1 (recommended, not mandatory for english)  A2 (recommended, not mandatory for italian)	B2
A WIEN02		German	English	B1	B2

- **At the University of Udine:** 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/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses>

**E. Additional requirements**

**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/en/uniud-international/incoming-exchange-students/during-your-stay/extension-of-the-study-period>

- <http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/changes-to-the-original-learning-agreement>

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

**F. Calendar**

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

Receiving institution [Erasmus code]	Autumn term, or full year	Spring term
I UDINE01	15 May (nomination letter)	30 September (nomination letter)
A WIEN02	31 May	15 December

- 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.

- 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...).

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

- 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.

Termination or modification of the agreement:  
 A unilateral decision to discontinue or to change the exchanges notified to the other party by September 20/./ will only take effect from the October of the following new academic year.

**G. Information**

**1. Grading systems of the institutions**

The link to our webpage is

[Erasmus code]	WEB PAGE
<b>I UDINE01</b>	<a href="http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects">http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects</a>
<b>A WIEN 02</b>	<a href="http://www.tuwien.ac.at/international">http://www.tuwien.ac.at/international</a>

**A WIEN02:**

Austrian grade	ECTS grade	Translation
sehr gut (1)	A	very good – outstanding performance
gut (2)	B	good – generally sound work with some minor errors
befriedigend (3)	C	satisfactory – fair but with significant shortcomings
genügend (4)	D/E	sufficient – performance meets the minimum criteria
nicht genügend (5)	F/FX	fail

**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 [Erasmus code]	Contact details (email, phone)	Website for information
<b>I UDINE01</b>		<a href="http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/right-to-stay-in-udine-no-eu-students">http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/right-to-stay-in-udine-no-eu-students</a>

A WIEN02	<a href="mailto:exchangein@tuwien.ac.at">exchangein@tuwien.ac.at</a>	<a href="http://www.tuwien.ac.at/international">www.tuwien.ac.at/international</a>
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### 3. Insurance

**At the University of Udine:** 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 [Erasmus code]	contact details (email, phone)	Website for information
I UDINE01	International Student Service <a href="mailto:iss@uniud.it">iss@uniud.it</a>	<a href="http://www.uniud.it/en/uniud-international/incoming-exchange-students/pre-arrival-information/accommodation-in-udine">http://www.uniud.it/en/uniud-international/incoming-exchange-students/pre-arrival-information/accommodation-in-udine</a>
A WIEN02	<a href="mailto:exchangein@tuwien.ac.at">exchangein@tuwien.ac.at</a>	<a href="http://www.tuwien.ac.at/international">www.tuwien.ac.at/international</a> <a href="http://www.housing.oead.at">www.housing.oead.at</a>

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

Institution [Erasmus code]	Name, function	Date	Signature	stamp
I UDINE01	Vice Rector for Erasmus+ Mobility prof. Monica Ballerini	18/09/15	Monica Ballerini	
A WIEN02	Institutional Coordinator: Mr. Andreas Zemann, International Office, <a href="mailto:andreas.zemann@tuwien.ac.at">andreas.zemann@tuwien.ac.at</a> Tel. +43 1 58801 41552	23/09/15	A. Zemann	