



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1 Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme¹

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year	Call Year
Start of validity	[2021/2022]	[2021]
End of validity	[2024/2025]	[2023]

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (Email, phone)	Websites (General/Faculties/ Course catalogue)
Trinity College Dublin	IRLDUBLIN01	Erasmus+ Institutional coordinator: Mr. Brendan Tighe Erasmus & European Partnerships Manager erasmus@tcd.ie +35318962331 Address: Global Relations Office, Trinity College Dublin, Dublin, Dublin 2, Ireland	www.tcd.ie
Department of Classics	IRLDUBLIN01	Departmental coordinator: Dr Martine Cuypers Associate Professor cuyperism@tcd.ie +35318961930	www.tcd.ie/classics
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01 OID : E10209128	Head of International Mobility and Relations Office: Sonia Bosero Incoming mobility: Alessia Bruno, Massimo Plaino iss@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students general course catalogue: https://www.uniud.it/en/education/offer

²Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Outgoing mobility and Agreements: Claudia Schileo claudia.schileo@uniud.it outgoing.erasmus@uniud.it	courses held in english: https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses
	I UDINE01	Departmental coordinator: Maria Luisa Delvigo maria.delvigo@uniud.it	

B. Mobility numbers³ per 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 January 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 [short cycle, 1 st , 2 nd , or 3 rd]	Number of student mobility periods			
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships [total number of students]	Student Mobility for Traineeships [total number of months]
IRLDUBL IN01	I UDINE01	0222	Classics	1 st , 2 nd	4	20	0	0
I UDINE01	IRLDUBL IN01	0222	Classics	1 st , 2 nd	4	20	0	0

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

³ Mobility numbers can be given per sending/receiving institutions and per education field:
<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

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 [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training [total number of staff]	Staff Mobility for Training [total number of days]
IRLDUBLIN01	I UDINE01	0222	Classics	1	5	0	0
I UDINE01	IRLDUBLIN01	0222	Classics	1	5	0	0

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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
IRLDUBLIN01	Classics	English	-	B2	C1
I UDINE01	Classics	Italian	English	B1	

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term [day/month]	Spring term [day/month]
IRLDUBLIN01	30 March	30 September

⁴ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see

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

I UDINE01	15 May	30 September
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Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term [day/month]	Spring term [day/month]
IRLDUBLIN01	15 April	15 October
I UDINE01		

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (Email, phone)	Website for information
IRLDUBLIN01	Submit nominations erasmus@tcd.ie and applications to erasmus.incoming@tcd.ie +35318964500	www.tcd.ie/study/study-abroad/inbound
I UDINE01	iss@uniud.it	

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
Institution 1	Academic requirements: - Proof of health insurance - Proof of English language level (IELTS, TOEFL, Cambridge, OLS or partner certificate accepted) - Indicative list of modules to be taken	- Number of ECTS credits completed - Subject area code - ISCED - EQF level	www.tcd.ie/study/study-abroad/inbound
I UDINE01			

At the University of Udine:

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

The Learning Agreement and any changes made to the original Learning Agreement have to be given to the Italian student who will submit them to the approval of the academic coordinator.

Incoming Erasmus students/partner universities can check the information about extension of the study period and changes to the original Learning Agreement on the website of I UDINE01:
<https://www.uniud.it/en/uniud-international/incoming-exchange-students>

The receiving institution will send its decision within **no later than 5 weeks**.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (Email, phone)	Website for information
IRLDUBLIN01	- Reduced mobility - Hearing impairments - Visual impairments Complete list here: www.tcd.ie/disability/services	www.tcd.ie/disability	askds@tcd.ie Phone: +35318963111 Text: +353871133185	www.tcd.ie/disability
I UDINE01				https://www.uniud.it/en/student-services/orientamento-e-consulenza-psicologica/services-for-disabled-students-and-students-with-specific-learning-disabilities/services-for-disabled-students-and-students-with-specific-learning-

				disabilities?set_language=en
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Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (Email, phone)	Website for information
IRLDUBLIN01	- Reduced mobility - Hearing impairments - Visual impairments Complete list here: www.tcd.ie/disability/services	www.tcd.ie/disability	askds@tcd.ie Phone: +35318963111 Text: +353871133185	www.tcd.ie/disability
I UDINE01				

F. Information

1. 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
IRLDUBLIN01	residences@tcd.ie +35318961177	www.tcd.ie/accommodation
I UDINE01	iss@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students/incoming-exchange-students-procedures/pre-arrival-information/accommodation-in-udine

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
IRLDUBLIN01	tcdglobalroom@tcd.ie +35318962097	www.tcd.ie/study/international/before-arrival/visa-immigrations
I UDINE01	iss@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students/incoming-exchange-students-procedures/pre-arrival-information/entry-visa-non-eu-students

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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 [Erasmus code]	Contact details (Email, phone)	Website for information
IRLDUBLIN01	tcdglobalroom@tcd.ie +35318962097	www.tcd.ie/study/international/trinity-life/arrival
I UDINE01	iss@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students/incoming-exchange-students-procedures/pre-arrival-information/health-insurance

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (Email, phone)	Website for information
IRLDUBLIN01	Grading information: www.tcd.ie/study/study-abroad/inbound/study-options	academic.registry@tcd.ie +35318964500	www.tcd.ie/academicregistry/service-desk/transcripts
I UDINE01			

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.

UNIUD grading system:

https://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/opportunita-allestero-/ulteriori-approfondimenti/ects-e-la-distribuzione-statistica-dei-voti/fasce-di-distribuzione-statistica-a-a-2018-2019-e-2019-20/fasce-di-distribuzione-statistica-a-a-2018-2019-e-2019-20-dies/distribuzione-voti_dies-18-19-e-19-20.pdf/view

Termination of the agreement

It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
IRLDUBLIN01	Prof. Emma Stokes, Vice President for Global Engagement		
I UDINE01	Vice Rector for International Mobility Prof. Giorgio Alberti	01/02/2022	

⁵ Scanned signatures are accepted