

European Commission



University of Udine

Erasmus + Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2020²

between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (e.g. of the course catalogue)
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY Courses held in Gorizia (DAMS)	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	<u>http://www.uniud.it/international-area/incoming-mobility</u> general course catalogue: <u>http://www.uniud.it/didattica/facolta</u> courses held in English: <u>http://www.uniud.it/international-area</u>

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

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

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Université Paris Diderot – Paris 7	F PARIS07	<p>Coordinateur Institutionnel Prof. Frédéric OGEE Vice-Président Relations Internationales</p> <p>Contact Administratif M. Jan DOUAT European Agreements administrator Université Paris Diderot - Paris 7 Bureau des Relations Internationales 5, rue Thomas Mann Case courrier 7140 75013 Paris / France Tel: +33 1 57 27 59 53 Fax: +33 1 57 27 55 07 Email: erasmusadministration@univ-paris-diderot.fr</p>	
	I UDINE01	<p>Professor/departmental coordinator:</p> <p>Leonardo QUARESIMA leonardo.quaresima@uniud.it DIBE - DIPARTIMENTO DI STORIA E TUTELA DEI BENI CULTURALI</p>	
<p>Université Paris Diderot – Paris 7</p> <p>Faculty of French Literature, Art and Film studies</p>	F PARIS07	<p>Coordinateur départemental Mme. Emmanuelle ANDRE Université Paris Diderot - Paris 7 Faculty of French Literature, Art and Film studies Email: emmanuelle.andre@univ-paris-diderot.fr</p>	

B. Student Mobility numbers⁵ 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 st cycle or undergraduate]	Study cycle [2 nd cycle or postgraduate]	Study cycle [PhD or doctoral cycle]	Number of student	Duration of stay for each students [number of months]
I UDINE01	F PARIS07	213 Audio-visual techniques and media production,	X	X		2	9

⁵ 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>

		film studies					
F PARIS07	I UDINE01	213 Audio-visual techniques and media production, film studies	X	X		2	9

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	F PARIS07	213	Audio-visual techniques and media production, film studies	To be defined	1
F PARIS07	I UDINE01	213	Audio-visual techniques and media production, film studies		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	Optional: Subject area	Language of instruction	Language of instruction	Recommended language of instruction level ⁶
				Student Mobility Staff Mobility for

⁶ 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>

[Erasmus code]	tion 1	tion 2	for Studies [Minimum recommended level: B1]	Teaching [Minimum recommended level: B2]
I UDINE01	Italian		A1	
F PARIS07				

- 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>

E. Additional requirements

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:

- <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>

[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)

F PARIS07		
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2. The 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 (such as online nominations etc.).

3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc.).

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

6. 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

Institution [Erasmus code]	WEB PAGE
I UDINE01	http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng
F PARIS07	

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
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng

F PARIS07		
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3. Insurance

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.



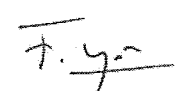
4. Housing

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:

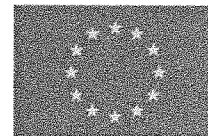
Institution [Erasmus code]	Contact details (email, phone)	Website for information
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng
F PARIS07		

H. Signature of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷	stamp
I UDINE01	Prof. M. Ballerini Vice rector for International Mobility	07/01/14		
F PARIS07	Prof. Frédéric OGEE Vice-Président Relations Internationales	06/01/2014	 université PANIS DIDEROT PARIS 7	

⁷ Scanned signatures are accepted

Annex to Erasmus+ Inter-Institutional Agreement Institutional Factsheet



1. Institutional Information

1.1. Institutional details

Name of the institution	Université Paris Diderot – Paris 7
Erasmus Code	F PARIS007
EUC	Nr. 28258
Institution website	http://www.univ-paris-diderot.fr
Online course catalogue	/

1.2. Main contacts

Contact person	Jan DOUAT*
Responsibility	Central management of the Erasmus+ program Contact person for Erasmus+ partners
Contact details	Phone: +33 1 57 27 59 53 - Fax: +33 1 57 27 55 07 Email: erasmusadministration@univ-paris-diderot.fr

Contact person	Floriane THOREZ*
Responsibility	Contact person for incoming students / Internships
Contact details	Phone: +33 1 57 27 55 05 - Fax: +33 1 57 27 55 07 - Email: accueillentrants@univ-paris-diderot.fr

Contact person	Valérie BEAUDOIN*
Responsibility	Contact person for outgoing students
Contact details	Phone: +33 1 57 27 55 34 - Fax: +33 1 57 27 55 07 - Email: accueilsortants@univ-paris-diderot.fr

The email address will remain identical even in the case of a turnover

2. Detailed requirements and additional information

2.1. Recommended language skills

Following agreement with our institution, the sending 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:

COURSES ARE TAUGHT IN FRENCH

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	French	Level B1 required**
Student Mobility for Internships		English	Level B1 recommended
Staff Mobility for Teaching	Any	French	Level B2 recommended
Student Mobility for Joint degrees		English	Level B1 recommended
Student Mobility in Medicine (internship or studies)		French	Level B2 required**

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

**A certificate of French language's level B1 (European Language Level) is required to attend courses at the University Paris Diderot (DELF B1 or B2 / DALF C1 or C2, or a certificate provided by a French teacher)

In order to improve (not to learn but improve) their level of French language student can enroll intensive French courses or semestrial courses.

<http://www.univ-paris-diderot.fr/sc/site.php?bc=international&np=Apprendrelefran%E7ais&g=sm>

2.2. Additional requirements

Please remind that students have to respect the field of study and the faculty (UFR) indicated on the signed agreement.

2.3. Calendar

2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

SMS	Official nomination by partners	Online application by students
Autumn term (from September to January or whole academic year)	15 April (15 th May for medicine students)	30 April (30 th May for medicine students)
Spring term (from January to June)	15 October (15 th November for medicine students)	30 October (30 th November for medicine students)

SMP	Official nomination by partners	Online application by students
Autumn term (from September to January or whole academic year)	15 th May	30 th May
Spring term (from January to June)	15 th November	30 th November

Placement

SMP	Official nomination by partners	Online application by students
Autumn term (from September to January or whole academic year)	15 th May	30 th May
Spring term (from January to June)	15 th November	30 th November

Once we received the student's contact details, field of studies and period of mobility a message about the online application procedure will be send to the nominated students.

Students have to register online and send their application (included the learning agreement) to the International Office of the University of Paris Diderot.

2.3.2. Decision Response

We will send our decision within 6 weeks (Mid-June for autumn term and mid-November for spring term).

2.3.3. Transcripts of Records

After the assessment period is done, a transcript of Records will be issued no later than the end of March for the 1st semester students, and no later than the end July for the 2nd semester or full year students.

2.3.4. Termination of 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 September 1st, 20XX will only take effect on September 1st, 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."

3. Additional information

3.1. Grading system

The French grading scale ranges from 0 to 20: 0 is the lowest and 20 is the highest; 10 is the passing grade.

Awards are as follows: 18-20 excellent, 16-18 very good, 14-16 good, 12-14 satisfactory, 10-12 sufficient.

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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 person	Floriane THOREZ*
Responsibility	Contact person for incoming students / Internships
Contact details	Phone: +33 1 57 27 55 05 - Fax: +33 1 57 27 55 07 - Email: accueilentrants@univ-paris-diderot.fr
Website	

The email address will remain identical even in the case of a turnover

3.3. Insurance

A European Health Insurance Card is required with the student application form. A valid EHIC is also required at the beginning of the academic year and must last this entire year.

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact person	Floriane THOREZ*
Responsibility	Contact person for incoming students / Internships
Contact details	Phone: +33 1 57 27 55 05 - Fax: +33 1 57 27 55 07 - Email: accueilentrants@univ-paris-diderot.fr
Website	

The email address will remain identical even in the case of a turnover

3.4. Housing

Please, inform your selected students that finding an apartment in Paris is very difficult. We only offer 60 rooms for more than 450 incoming students:

An 25 square meters' apartment in Paris costs around € 850 per month in 2013

Contact person	Floriane THOREZ*
Responsibility	Contact person for incoming students / Internships
Contact details	Phone: +33 1 57 27 55 05 - Fax: +33 1 57 27 55 07 - Email: accueilentrants@univ-paris-diderot.fr
Website	http://www.univ-paris-diderot.fr/sc/site.php?bc=international&np=LogementsEtudiants&g=sm

The email address will remain identical even in the case of a turnover

Université Paris Diderot - Paris 7

Name and position of the official representative:

Prof. Frédéric OGEE

Vice-Président Relations Internationales

Date:

Signature and stamp:

