



# Erasmus+ Programme

## Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

### Inter-institutional agreement 2018/19 – 2020/2021

#### ERASMUS STUDY

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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website
UNIVERSIDAD DE LEÓN	E LEON01	Roberto Baelo Alvarez Vicerrector de Relaciones Internacionales Oficina de Relaciones Internacionales Campus de Vegazana- Edificio de Servicios 24007 León – Spain <a href="mailto:internacional@unileon.es">internacional@unileon.es</a> Tel.: + 34 987 29 16 56 <b>Professor/departmental coordinator:</b> Elena Aguado Cabezas <a href="mailto:elena.aguado@unileon.es">elena.aguado@unileon.es</a> Facultad de Filosofía y Letras	<a href="http://www.studyinleon.es">www.studyinleon.es</a> <a href="http://www.unileon.es/internacional">www.unileon.es/internacional</a>
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01 PIC-Number 999899281	<a href="mailto:Claudia.shileo@uniud.it">Claudia.shileo@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	<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</a>

		fax +39-0432-556496 phone +39-0432-556218/556497 <b>Professor/departamental coordinator:</b> Daniela DANIELE <a href="mailto:Daniela.daniele@uniud.it">Daniela.daniele@uniud.it</a> DILE – DIPARTIMENTO DI LINGUE E LETTERATURE STRANIERE	general course catalogue: <a href="https://www.uniud.it/en/education/offer">https://www.uniud.it/en/education/offer</a> courses held in english: <a href="https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses">https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses</a>
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### B. Mobility numbers per 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> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of students [total number of students]	Number of student mobility periods [total number of months]
E LEON01	I UDINE01	231	Foreign Language	1 <sup>st</sup> , 2 <sup>nd</sup>	2 x 10	20
I UDINE01	E LEON01	231	Foreign Language	1 <sup>st</sup> , 2 <sup>nd</sup>	2 x 10	20

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Name	Staff mobility periods for Teaching [total number of weeks of teaching periods]	Staff mobility periods for Teaching [hours for week]
E LEON01	I UDINE01	231	Foreign Language	To be confirmed	1	8
I UDINE01	E LEON01	231	Foreign Language	To be confirmed	1	8

### 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:

Institution [Erasmus code]	Language required	Recommended language level
E LEON01	Spanish (If the student selects courses in English B1)	B1
I UDINE01	Italian / English	B1

#### E LEON01:

- Courses held in English can be offered within some study courses. The student can check the list on our website: [www.studyinleon.es](http://www.studyinleon.es)

#### I UDINE01:

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>

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

### D. Calendar

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

Institution [Erasmus code]	Autumn term [month]	Spring term [month]
E LEON01	15TH JUNE	1ST DECEMBER
I UDINE01	15 <sup>th</sup> May (nomination letter)	30 <sup>th</sup> September (nomination letter)

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). The E LEON01 will send an email with the student's nominations.

Partner Universities have to send a detailed Erasmus nomination list by e-mail (to [socrates@uniud.it](mailto:socrates@uniud.it)) – E LEON01 to [movilidad@unileon.es](mailto:movilidad@unileon.es) . It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations, etc).

The I UDINE01 / E LEON01 will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.



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. The E LEON01 will send the transcript of records directly to the International Relations Office of the Home University no later than 5 weeks after the exams date.

Termination or modification of the agreement:

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

## E. Information

### 1. Grading systems of the institutions

Institution [Erasmus code]	Website for information
<b>E LEON01</b>	
<b>Numerical grade /10</b>	<b>Local grade</b>
10	MATRÍCULA DE HONOR
9 – 9,9	SOBRESALIENTE
7 – 8,9	NOTABLE
5 – 6,9	APROBADO
1 – 4,9	SUSPENSO
NO	NO PRESENTADO (Student did not sit examination)

#### **I UDINE01:**

Grading: <https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects>

The original transcript of records (no carbon copy is accepted) with the exams done by the Italian students 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 website:

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

### 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.

Institution [Erasmus code]	Website for information
E LEON01	<a href="http://www.unileon.es/internacional">www.unileon.es/internacional</a> (e-mail: <a href="mailto:movilidad@unileon.es">movilidad@unileon.es</a> )
I UDINE01	<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</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.

Institution [Erasmus code]	Website for information
E LEON01	Students must purchase the insurance required by the Universidad de León. <a href="mailto:internacional@unileon.es">internacional@unileon.es</a>
I UDINE01	EU students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period. Non EU students can provide personally to get a private insurance in order to obtain the VISA


### **4. Housing**

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Institution [Erasmus code]	Website for information
E LEON01	The International Relations Office does not provide accommodation, but the student's Padrino/Mentor will help them to find accommodation. Housing programme: <a href="http://www.unileon.es/estudiantes/alojamientos">http://www.unileon.es/estudiantes/alojamientos</a>
I UDINE01	<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</a>

## **F. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature

E LEON01	Roberto Baelo Álvarez Vicerrector Relaciones Internacionales	28/11/2017	
I UDINE01	Vice Rector for Erasmus+Studio Mobility prof. Rossana Vermiglio	05.12.17	