

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 2014-2018<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 <sup>4</sup> (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	<a href="mailto:Claudia.schileo@uniud.it">Claudia.schileo@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 fax +39-0432-556496 phone +39-0432-556218/556497	<a href="http://www.uniud.it/international-area/incoming-mobility">http://www.uniud.it/international-area/incoming-mobility</a>  general course catalogue: <a href="http://www.uniud.it/didattica/facolta">http://www.uniud.it/didattica/facolta</a>  courses held in English: <a href="http://www.uniud.it/international-area">http://www.uniud.it/international-area</a>

<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.

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

University of Pannonia  Erasmus Institutional Coordinator	HU VESZPRE01	Mrs. Judit Lukacs Office of External Affairs Tel +36-88-624753 Fax: +36-88624008 E-mail <a href="mailto:erasmus@almos.uni-pannon.hu">erasmus@almos.uni-pannon.hu</a>	<b>University's home page</b> <a href="http://www.uni-pannon.hu/tmj">http://www.uni-pannon.hu/tmj</a> in English
	I UDINE01	<b>Professor/departmental coordinator:</b>  Paolo DRIUSSI <a href="mailto:paolo.driussi@uniud.it">paolo.driussi@uniud.it</a>  DSTU - DIPARTIMENTO DI STUDI UMANISTICI	
	HU VESZPRE01	<b>Professor/departmental coordinator:</b>  Zsuzsanna ORDASI Tel.: +36-88-622734 <a href="mailto:ordasis2@gmail.com">ordasis2@gmail.com</a> Institute of German and Translation Studies	

### B. Student Mobility numbers<sup>5</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 students [number of months]
I UDINE01	HU VESZPRE01	222 Foreign languages, translation, Interpretation	X	X	X	2	5
HU VESZPRE01	I UDINE01	222 Foreign languages, translation, interpretation	X	X	X	2	5

<sup>5</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>)

### 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: 10)
I UDINE01	HU VESZPRE01	222	Foreign languages, translation, interpretation	To be defined	1
HU VESZPRE01	I UDINE01	222	Foreign languages, translation, interpretation	To be defined	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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01		Italian	English, Hungarian, French, Deutsch	B1 (Italian)	
HU VESZPRE01		English Hungarian Deutsch	English, Hungarian, French, Deutsch Italian	B2 (Italian) B2, C1 (English)	

<sup>6</sup> 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>

- 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)
HU VESZPRE01	30. May	10. November

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.).

HU VESZPRE01: The admission decision will be made by the faculties by the end of June (autumn semester and full year admission) / end of December (spring semester admission) and the students and the coordinators will be informed directly by email.

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

HU VESZPRE01: Each student should ask for an official Transcript of Records personally at the Directorate of Academic Affairs always in the end of the exchange period. If some of the courses are at that time not recorded in the transcript, the final version will be sent to the student or to the home university within one month from the end of the semester. In this case, student should inform the Faculty International Coordinator about the missing courses and contact information.

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	<a href="http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng</a>

HU VESZPRE01: the numeric scale used is from 5 (excellent) to 1 (Insufficient/fail). Please note that some courses are accomplished only on a pass/fail basis without any further grading.

University of Pannonia grading scale:

5 - Excellent

4 - Good

3 - Satisfactory

2 - Sufficient

1 - Insufficient/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
I UDINE01		<a href="http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng</a>
HU VESZPRE01	Office of Immigration and Nationality Regional Directorate of Central Transdanubia  8200 Veszprém, Megyeház tér 2.  Tel: +36/88/580-756	<a href="http://www.bmbah.hu/a_bah_ismertetese.php">http://www.bmbah.hu/a_bah_ismertetese.php</a>

## 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.

The University of Pannonia's policy on student insurance requires that all international students have their own insurance, and that the coverage be valid for the entire duration of the student's stay at the University.

For obtaining treatment under the same conditions as insured Hungarians, a European Health Insurance Card (EHIC) or Provisional Replacement Certificate (PRC) must be submitted to the health-care provider. You need both a European Health Insurance Card and your passport or ID card. The European Health Insurance Card is required for each period of treatment.



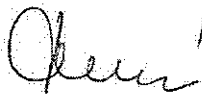
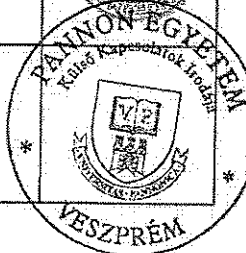
#### 4. Housing

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		<a href="http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng</a>
HU VESZPRE01	H-8200 Veszprém, József Attila u. 34/ 2. Tel: +36/88 623 000 Fax: +36/88 623 009 E-mail: <a href="mailto:info@hotelmagister.hu">info@hotelmagister.hu</a>	<a href="http://www.hotelmagister.hu/">http://www.hotelmagister.hu/</a>

#### H. Signature of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>	stamp
I UDINE01	Prof. M. Ballerini Vice rector for International Mobility	31/10/13		
HU VESZPRE01	Head of the Office of External Affairs Dr. Ildikó Hortobágyi Tel.: +36 88 623835 E-mail: <a href="mailto:ildiko@almos.vein.hu">ildiko@almos.vein.hu</a>			

<sup>7</sup> Scanned signatures are accepted