



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 2016/2021

### between programme countries

### [Minimum requirements]<sup>2</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>3</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	Homepage for Incoming Students: <a href="http://www.uniud.it/en/uniud-international/incoming-exchange-students">http://www.uniud.it/en/uniud-international/incoming-exchange-students</a>  General course catalogue: <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>  Courses held in English: <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>

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

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

	<b>I UDINE01</b>	<b>Academic contact:</b> prof. Pucillo C. Carlo.pucillo@uniud.it	
<b>Universidad de Murcia</b>	<b>E MURCIA01</b>	<b>Administrative contact:</b> International Relations Office Edificio Rector Soler, Campus de Espinardo 30100 Murcia, Spain  Lucília Fonseca & María Jesús Morillas <i>Outgoing students and bilateral agreements:</i> Tel: +34868884325 Fax: +34868884130 Email: <a href="mailto:erasmus@um.es">erasmus@um.es</a>  Ann Vanden Broecke <i>Incoming students:</i> Tel: +34868884074 Fax: +34868884130 Email: <a href="mailto:incoming@um.es">incoming@um.es</a>  Laura Cerezo Álvarez <i>Placements, teaching and administrative staff exchange :</i> Tel: +34868884544 Fax: +34868884130 Email : <a href="mailto:lca@um.es">lca@um.es</a>  <b>Academic contact:</b> Pedro Aparicio Alonso Facultad de Medicina Campus de Espinardo Email: <a href="mailto:pedrokik@um.es">pedrokik@um.es</a>	General: <a href="http://www.um.es">www.um.es</a>  Course catalogues: <a href="http://www.um.es/web/universidad/contenido/unidades-organizativas/centros-universitarios">www.um.es/web/universidad/contenido/unidades-organizativas/centros-universitarios</a>  IRO: <a href="http://www.um.es/web/internacionalizacion/">www.um.es/web/internacionalizacion/</a>  Erasmus: <a href="http://erasmus.um.es">http://erasmus.um.es</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]	Total number of students	Duration of stay for each student [number of months]
I UDINE01	E MURCIA01	0912 Medicine		Unique cycle		6	10
E MURCIA01	I UDINE01	0912 Medicine	x	x		6	10

### 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	E MURCIA01	0912	0912 Medicine	1	1 week
E MURCIA01	I UDINE01	0912	0912 Medicine	1	1 week

### 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:

<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>)

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01	0912 Medicine	italian	english	English B1	
E MURCIA01	0912 Medicine	Spanish		A2	

- **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>

**The University of Murcia** will not be able to accept incoming students from subject areas not covered by this bilateral agreement. However, students can enroll in any extra subject from other subject areas provided that: 1) they do not represent the majority of the Learning Agreement, 2) the academic advisor is in agreement with the Learning Agreement prior to the arrival of the student. Furthermore, we will only be able to accept students for Master degrees if the bilateral agreement includes this level.

The University of Murcia has adapted its facilities in order to allow access to people with disabilities. Furthermore, there is an office, within the University, which provides guidance and assistance to students with disabilities and special needs. Some of the services they render include the following: access to adapted computers, technical support, academic support, and psychological help. Incoming students in need of special support should inform the International Relations Office during the application procedure.

<sup>5</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>

The application procedure is explained in the following website:  
<https://erasmus.um.es/erasmus/servlet/um.erasmus.alex.ControlAlexErasmus>

There is only one application deadline for students in the areas of Medicine, Pharmacy, Dentistry and Physiotherapy. These areas are taken at the Faculty of Medicine which has its own admission procedure as follows:

- Read the information provided in: <http://www.um.es/web/medicina/idioma/movilidad>
- Send the Learning Agreement to [srimedic@um.es](mailto:srimedic@um.es) before the 20<sup>th</sup> June.
- Signed Learning Agreements will be returned before the 30<sup>th</sup> June.

Once the applicant receives confirmation of acceptance of the Learning

*[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)
E MURCIA01	20 <sup>th</sup> June	20 <sup>th</sup> June

- **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. **The University of Murcia**, as receiving institution, will send its decision within 3 weeks.
- 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
I UDINE01	<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>
E MURCIA01	<a href="https://erasmus.um.es/erasmus/servlet/um.erasmus.alex.ControlAlexErasmus">https://erasmus.um.es/erasmus/servlet/um.erasmus.alex.ControlAlexErasmus</a>

## **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/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>
E MURCIA01	VIMUR Email: <a href="mailto:vimur@um.es">vimur@um.es</a>	<a href="https://erasmus.um.es">https://erasmus.um.es</a>

## **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.

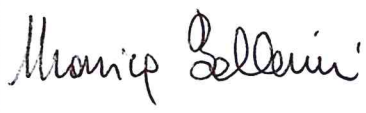

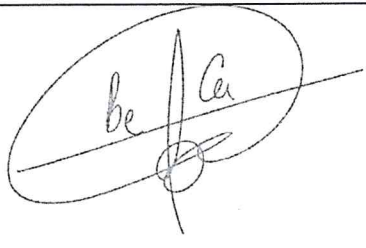

## **4. Housing**

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		<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>
E MURCIA01	VIMUR Email: <a href="mailto:vimur@um.es">vimur@um.es</a>	<a href="https://erasmus.um.es">https://erasmus.um.es</a>

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>	stamp
I UDINE01	Vice Rector for Erasmus+ Mobility prof. M. Ballerini	23/11/15		
E MURCIA01	Bernardo Cascales Salinas  Vice-Chancellor for Coordination and Internationalisation	20/11/15		

<sup>6</sup> Scanned signatures are accepted