



Erasmus+ Programme, Inter-institutional agreement 2014/15-2020/21
 between programme countries. Key Action 1
 – Mobility for learners and staff – Higher Education, Student and Staff Mobility

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

Erasmus code	Name of the institution	Contact detail	Website
E BARCELO02 – UNIVERSITAT AUTÒNOMA DE BARCELONA (UAB)			http://www.uab.cat
<i>Administrative contact:</i> Marta Vilaña, <i>Erasmus Institutional Coordinator</i> Mònica Leiva, <i>Exchange Programmes Coordinator</i> Àrea de Relacions Internacionals, Erasmus Plaça Cívica, Ed. N. 08193 Bellaterra - Spain Tel. +34 93 586 8499 / Fax +34 93 581 3264 email: Erasmus@uab.cat		Faculty / Academic Contact: Prof. Laura Cervi E-mail: Laura.Cervi@uab.cat E-mail: intercanvis.comunicacio@uab.cat The course catalogue: http://www.uab.cat/comunicacio	
I UDINE01 – UNIVERSITÀ DEGLI STUDI DI UDINE			
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY Claudia.schileo@uniud.it outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221 International Student Service iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497 Academic contact: prof- Komninos N. Nicolas.Komninos@uniud.it		http://www.uniud.it/international-area/incoming-mobility general course catalogue: http://www.uniud.it/didattica/facolta courses held in english: http://www.uniud.it/international-area <i>courses are held in Gorizia</i>	

B. Mobility numbers 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.

Student Mobility for Studies (SMS)

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle (1 st , 2 nd or 3 rd)	Total Number of students/Total number of months
					Student Mobility for Studies

E BARCELO02	I UDINE01	329	multimedia communication and information sciences	1 st ,2nd	2 students x 6 months (12)
I UDINE01	E BARCELO02	329	multimedia communication and information sciences	1 st (*)	2 students x 6 months (12)

(*) After the implementation of the European Space of Higher Education (ESHE) Spanish universities are following the 4+1 system (4 = 4 year undergraduate studies + 1 year of postgraduate studies. This means that in many cases European students enrolled at master's programmes can take subjects at the UAB of our 4th year undergraduate programmes, as these courses are equivalent to the 1st year of other European masters.

Staff Mobility for Teaching

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days
				Staff Mobility for Teaching STA
E BARCELO02	I UDINE01	329	multimedia communication and information sciences	2 days (8 hours)
I UDINE01	E BARCELO02	329	multimedia communication and information sciences	3 days (8 hours)

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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level	
					Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
E BARCELO02	329	Catalan	Spanish		B1 (*)	To be agreed
I UDINE01	329	Italian	English		A1 (certificate not required)	

E BARCELO02: Comments

- (*) There is no specific language level required, but it is deemed understood that students must have the necessary level to be able to attend lessons and sit exams.
- During both semesters, Catalan basic language lessons are offered (free of charge at the moment; however this may be subject to change in the future).

D. Additional requirements

E BARCELO02

- **Enrolment.** According to the exchange policy of the UAB, incoming students must enrol for at least the 50% of their credits at the faculty of admission. The other 50% can be taken at the rest of the UAB centres/faculties, provided the groups are still open.
- **Teaching Staff Mobility.** A letter of invitation issued by an authorised UAB contact person is required prior to implementing Teaching Staff Mobility.
- **Admission to Master's programmes at the UAB.** This is only possible when the agreement specifies a UAB Master's programme. In order to be admitted to a Master's programme at the UAB

as an exchange student, prior written approval from the coordinator of this Master is compulsory. Otherwise admission will be for fourth year courses in our 4 year bachelor programmes.

Infrastructure to welcome students and staff with disabilities

- PIUNE, Programme for Students with Special Needs
fas.piune@uab.cat Telf. +34 93 581 2697
<http://www.uab.es/servlet/Satellite/life/special-needs-1101231886126.html>

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/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>

E. Calendar

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

Receiving institution	Winter term [Sept / Jan] or one academic year	Summer term [Feb / May]
E BARCELO02	Nomination deadline: June 1 st Application Form: May 1 st to June 15 th	Nomination deadline: December 1 st Application Form: Nov 1 st to Dec 10 th
I UDINE01	15 May (nomination letter)	30 September (nomination letter)

E BARCELO02

- Once students have been selected and nominated by their home universities for an academic exchange stay at UAB, they must fill in the online Application Form at the site <http://sia.uab.es>.
 - Incoming students will receive (by e-mail) a letter of admission and a letter containing useful information on their academic exchange stay at the UAB. However, permanent admission is conditional on the approval of the Learning Agreement by the Faculty or School the student is going to be enrolled at. For that purpose the Learning Agreement has to be sent by e-mail to the Faculty or School where the student has been admitted
2. The UAB will send their **decision** within 2-3 weeks after the application period closing date.
 3. 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.
 4. **Termination of this Agreement**, or amendments to the same, can be made annually, if communicated before 30 September 20XX and will only take effect as of 30 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

- **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). **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.
- 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

F. Information

1. Grading systems of the institutions

E BARCELO02

Grade	Catalan	Spanish	Equivalent to	Meaning
+	Matricula d'Honor	Matricula de Honor	A with honours	Outstanding performance
9 – 10	Excel-lent	Sobresaliente	A (excellent)	Highest level of Attainment
7 – 8.9	Notable	Notable	B (very good)	High level of Attainment
5 – 6.9	Aprovat	Aprobado	C (good)	Adequate level of Attainment
0 – 4.9	Suspens	Suspenso	F (fail)	The student has not achieved the minimum performance
NP	No Presentat	No Presentado	The student neither did the final exam nor presented the required homework	

1 credit at the *Universitat Autònoma de Barcelona* equals 1 ECTS

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

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
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 22 10 / Fax + 34 93 586 80 25 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng

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. 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
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 22 10 / Fax + 34 93 586 80 25 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point link Practical guide
I UDINE01		<u>At the University of Udine:</u> 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
E BARCELO02	International Welcome Point (IWP) international.welcome.point@uab.cat The University Village (Vila Universitària) vila@vilauniversitaria.com Tel:+34 93 580 3095	http://www.uab.cat/international-students/ link Accomodation
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng

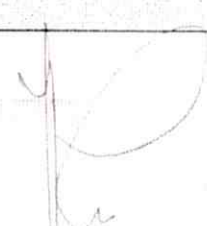

5. Student Services

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E BARCELO02	intercanvi.estudiants@uab.cat	http://etc.uab.cat
I UDINE01	iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497	http://www.uniud.it/international-area/incoming-mobility

E BARCELO02

Information about social and cultural activities in Catalonia is offered, also orientation to life on campus and support in other areas that may be useful during the stay at the UAB ("International Welcome Days", Mentor Programme...)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹
E BARCELO02	By authorization Mr. Josep M ^a Català Dean of the Faculty of Communication Sciences	04.12.2013	
I UDINE01	Vice Rector for International Mobility prof. M. Ballerini	2/12/13	Monica Ballerini 

¹ Scanned signatures are accepted