11164

Erasmus + Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional[1] agreement 2014-2020[2]
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

| **UNIVERSITY OF UDINE**

International Relations and Mobility Office
v. Palladio, 8
33100 UDINE
ITALY | I UDINE01 | 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

Professor/departmental coordinator:
Alessandro GASPARETTO
alessandro.gasparetto@uniud.it DIEG – DIPARTIMENTO DI INGEGNERIA ELETTRICA, GESTIONALE E MECCANICA | 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 |
| Universitat Politècnica de València | E VALENCI02 | **Institutional Coordinator:**
Juan Miguel Martínez Rubio
Head of the Rector's Office | http://www.upv.es |

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[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.

Escuela Técnica Superior de Ingenieros Industriales (ETSII)		Deparmental Coordinator: Arantxa QUEROL MONFORTE Vice-Dean for International Relations ETSII +34 96 387 71 72; internacional@etsii.upv.es	http://www.etsii.upv.es

B. Student Mobility numbers[4] 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 [1st cycle or undergraduate]	Study cycle [2nd cycle or postgraduate]	Study cycle [PhD or doctoral cycle]	Number of student	Duration of stay for each students [number of months]
I UDINE01	E VALENCI02	521, 522 Mechanical engineering, industrial management engineering, electrical engineering	X	X	X	2	6
E VALENCI02	I UDINE01	521, 522 Mechanical engineering, industrial management engineering, electrical engineering	X	X	X	2	6

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: 5)
I UDINE01	E VALENCI02	521, 522	Mechanical engineering, industrial management engineering, electrical engineering	1	1
E VALENCI02	I UDINE01	521, 522	Mechanical engineering, industrial management engineering, electrical engineering	1	1

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[4] 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)

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[5]	
				Student Mobility for Studies [*Minimum recommended level: B1*]	Staff Mobility for Teaching [*Minimum recommended level: B2*]
I UDINE01		Italian	English		
E VALENCI02		Spanish	English (mainly for project work)	A2 (Spanish) Exchange students who only undertake project work (and not courses) might be permitted to write their report in English	B2 (English or Spanish)

- 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

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[5] 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

- Student applicants will be required to meet the admission requirements of the host university in terms of prerequisites for courses and language requirements.
- Students will be admitted as full time, non-graduating students at the Host Institution.
- It is the responsibility of the student to inform the Host Institution in advance of any disabilities to ensure that relevant support can be put in place.
- The host university will provide an Orientation programme for incoming students.
- Exchange students are entitled to the same rights and privileges as students normally enrolled at the Host Institution.
- The Host Institution will complete with all relevant health and safety legislation of the country in which the Host Institution is located.
- The Host Institution will provide an induction for incoming staff
- UPV, through „Fundación CEDAT", offers information, technical support and advice to university members with disabilities and special needs. http://www.fundacioncedat.org

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 VALENCI02	31st MAY	31st OCTOBER
	1. Nominations should be sent to internacional@etsii.upv.es 2. Application on-line will only be allowed after nomination from the sending institution	

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

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
E VALENCI02	Fail <5; Pass 5..<7; Good 7..<9; Excellent 9..10; Honours MH The Transcript of Records will also provide grades according to the description in the ECTS users' guide. ECTS load per semester: 30 ECTS

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
E VALENCI02	**International Exchange Programmes Office** +34 963877002, opii@upvnet.upv.es	www.opii.upv.es

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.

E VALENCI02: **International Exchange Programmes Office**
+34 963877002, opii@upvnet.upv.es www.opii.upv.es

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
E VALENCI02	**International Exchange Programmes Office** +34 963877002, opii@upvnet.upv.es	www.opii.upv.es

H. Signature of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[6]	stamp
I UDINE01	Prof. M. Ballerini Vice rector for International Mobility	27/03/14	*Marco Ballerini*	
E VALENCI02	Prof. Juan Miguel MARTÍNEZ RUBIO Head of the Rector's Office	24 MAR. 2014		

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[6] Scanned signatures are accepted