



European Commission



University of Udine

14

Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2016/2021

between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> 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	Homepage for Incoming Students: http://www.uniud.it/en/uniud-international/incoming-exchange-students General course catalogue: http://www.uniud.it/it/didattica/info-didattiche/guida-del-corso Courses held in English: http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

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

B

	I UDINE01	Academic contact: prof. Peterlunger Enrico enrico.peterlunger@uniud.it	
UNIVERSIDADE DE LISBOA INSTITUTO SUPERIOR DE AGRONOMIA (ISA)	P LISBOA109	Central Office erasmus@ulisboa.pt +351 210 113 482 +351 210 170 196 Departmental Coordinator Prof. Cristina Cunha Queda Address: Tapada da Ajuda, 1349-017 Lisboa, Portugal Erasmus contact person: Paula Malveiro ri@isa.ulisboa.pt Tel: +351 21 365 34 01	http://www.ulisboa.pt/ www.isa.ulisboa.pt

B. Student Mobility numbers⁴ 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 st cycle, or undergraduate]	Study cycle [2 nd cycle or postgraduate]	Study cycle [phd or doctoral cycle]	Number of student	Duration of stay for each student [number of months]
I UDINE01	P LISBOA109	0721 Food Processing (viticulture & enology)	x	x		2	9
P LISBOA109	I UDINE01	0721 Food Processing (viticulture & enology)	x	x		2	9

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>)

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	P LISBOA109	0721	Food Processing (MASTER UNIVERA)	1	1
P LISBOA109	I UDINE01	0721	Food Processing (MASTER UNIVERA)	1	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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01	Food Processing	Italian	English (MASTER COURSE in viticulture, wine economics, EURONASFER VIVIFERA)	B1	
P LISBOA109	Food Processing	Portuguese	Portuguese	B1	

- **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>

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>

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>

At P LISBOA109: www.isa.utl.pt/home/node/637

The original transcript of records with the exams done by the Portuguese student can be given to him/her OR sent directly to the International Relations Office of ISA.

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)
P LISBOA109	30th May	30th October

- **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.

Erasmus incoming student at **P LISBOA 109** must go to the ISA's International Relations Office to request the Transcript of Records before leaving Lisbon. The Transcript of Records will be issued and sent by P LISBOA109 no later than 6 weeks directly to the post address of the the International Relations and Mobility Office of I UDINE01.

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	http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects

P LISBOA109

ECTS Grade	National Grade	Definition	
A	18-20	EXCELLENT	outstanding performance with only minor errors
B	16-17	VERY GOOD	above the average standard but with some errors
C	14-15	GOOD	generally sound work with a number of notable errors
D	12-13	SATISFACTORY	fair but with significant shortcomings
E	10-11	SUFFICIENT	performance meets the minimum criteria
F	1-9	FAIL	considerable further work is required

ECTS credits:

one semester	one full academic year
30 ECTS credits	60 ECTS credits

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/en/uniud-international/incoming-exchange-students/during-your-stay/right-to-stay-in-udine-no-eu-students
P LISBOA109	International Relations Office Tel: +351 213 653 401 ri@isa.ulisboa.pt	www.ulisboa.pt/

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.

At the P LISBOA 109: EU students can ask to the home authorities for the European Health Insurance for the full Erasmus study period.



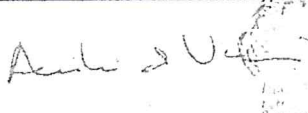
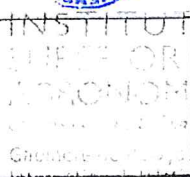
4. Housing

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		http://www.uniud.it/en/uniud-international/incoming-exchange-students/pre-arrival-information/accommodation-in-udine
P LISBOA109	International Relations Office Tel: +351 213 653 401 ri@isa.ulisboa.pt	http://www.isa.utl.pt/home/node/643

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶	stamp
I UDINE01	Vice Rector for Erasmus+ Mobility prof. M. Ballerini	2.11.15		
P LISBOA109	Prof. Amarilis de Varennes President of ISA	26/11/2015		

⁶ Scanned signatures are accepted