

# Swiss-European Mobility-Programme SEMP

## Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

### Inter-institutional agreement 2017-20[21]<sup>1</sup>

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the SEMP programme. They commit to respect the quality requirements of 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>2</sup> (email, phone)	Website (eg. of the course catalogue)
University of Udine	I UDINE01	<b>Institutional Coordinator:</b> <b>Prof. Monica Ballerini</b> <a href="mailto:monica.ballerini@uniud.it">monica.ballerini@uniud.it</a>  <b>Departmental Coordinator:</b> <b>Maurizia Sigura</b> <a href="mailto:maurizia.segura@uniud.it">maurizia.segura@uniud.it</a>  <b>Contact Person</b> <a href="mailto:claudia.schileo@unipd.it">claudia.schileo@unipd.it</a> Outgoing mobility & Erasmus Studio Agreements Phone: +39 0432 556221 Fax: +39 0432 556229  International Student Service <a href="mailto:iss@uniud.it">iss@uniud.it</a> incoming exchange mobility Phone: +39 0432 556218/497 Fax: +39 0432 556496	<a href="http://web.uniud.it/international-area/incoming-mobility">http://web.uniud.it/international-area/incoming-mobility</a>  English course catalogue:  <a href="https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses">https://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 faculties/departments

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p><b>ZHAW Zurich University of Applied Sciences</b></p> <p>School of Life Sciences and Facility Management LSFM</p> <p><b>Mailing address:</b> Grüentalstrasse 14 8820 Wädenswil Switzerland</p>	<p><b>CH WINTERT03</b></p>	<p><b>Institutional Coordinator:</b> <b>Cornelia Soland</b> Manager International Relations Office <a href="mailto:cornelia.soland@zhaw.ch">cornelia.soland@zhaw.ch</a> P: +41 58 934 59 79 F: +41 58 934 50 01</p> <p><b>Contact Person:</b> <b>Jacqueline Eibert Metzen</b> Exchange Coordinator IN/OUT <a href="mailto:Jacqueline.eibertmetzen@zhaw.ch">Jacqueline.eibertmetzen@zhaw.ch</a> P: +41 58 934 5442</p> <p><b>Departmental/Academic Coordinator:</b> <b>Natural Resource Sciences:</b> <b>Yvonne Christ</b> <a href="mailto:yvonne.christ@zhaw.ch">yvonne.christ@zhaw.ch</a> P: +41 58 934 5769</p>	<p><a href="http://www.lsfm.zhaw.ch">www.lsfm.zhaw.ch</a></p> <p>general course programme: <a href="https://www.zhaw.ch/en/lsfm/study/">https://www.zhaw.ch/en/lsfm/study/</a></p> <p>BSc programmes in English: <a href="https://www.zhaw.ch/en/lsfm/study/international/incoming-visiting-students/#c18260">https://www.zhaw.ch/en/lsfm/study/international/incoming-visiting-students/#c18260</a></p> <p>MSc programmes in English: <a href="http://www.zhaw.ch/ias/master/">www.zhaw.ch/ias/master/</a> <a href="http://www.zhaw.ch/iunr/master/">www.zhaw.ch/iunr/master/</a></p>
---	----------------------------	---	--

## B. Mobility numbers<sup>3</sup> 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.

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> , 2 <sup>nd</sup>	Number of student mobility periods	
					SMS	SMT
CH WINTERT03	I UDINE01	0521	Environmental Sciences	1 <sup>st</sup> 2 <sup>nd</sup>	3	1
I UDINE01	CH WINTERT03	0521	Environmental Sciences	1 <sup>st</sup> 2 <sup>nd</sup>	3	1

\*ISCED Fields of Education (UNESCO)

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	Duration
CH WINTERT03	I UDINE01	0521	Environmental Sciences	1 (8h per week)	Min. 2 – max. 5 days
I UDINE01	CH WINTERT03	0521	Environmental Sciences	1 (8h per week)	Min. of 2 – max. 5 days

\*ISCED Fields of Education (UNESCO)

<sup>3</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. 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>4</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
I UDINE01	<b>Applies to all subject areas</b>	Italian	English	B1	B2
CH WINTERT03	<b>Applies to all subject areas</b>	German	English	B2 German and English or individual assessment	B2 German and English

### CH WINTERT03

Language course: International students with B1 and B2 level in German are invited to take part to our German Courses:

A) German Course - A NEW LANGUAGE – A NEW CULTURE (All Levels) 2 ECTS

B) GERMAN FOR FOREIGN STUDENTS (Level Test) no ECTS.

Both this courses are for free! No preregistration necessary.

## D. Additional requirements

[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.]

**I UDINE01** – The **University of Udine** counselling centre offers assistance for students and staff with disabilities and chronic illness, with the goal to grant equal access and enable autonomous participation to studies and work as well as assistance at its best usable access to related infrastructures [ISS@uniud.it](mailto:ISS@uniud.it)

**CH WINTERT03** – The **Zurich University of Applied Sciences** counselling centre offers assistance for students and staff with disabilities and chronic illness, with the goal to grant equal access and enable autonomous participation to studies and work as well as assistance at its best usable access to related infrastructures. [www.zhaw.ch/barrierefrei](http://www.zhaw.ch/barrierefrei)

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]

<sup>4</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>

I UDINE01	15 May (nomination)	30 September (nomination)
CH WINTERT03	<b>30 April</b> ⇒ nomination, followed by application form to:	<b>31 October</b> ⇒ nomination, followed by application form to:

[\* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within **5 weeks**.
3. A Transcript of Records will be issued by the receiving institution no later than **5-6 weeks** after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

This agreement will remain in effect for the above determined period of validity or until the involved institutions both agree in the discontinuation of the exchanges. In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

### 1. Grading systems of the institutions

**I UDINE01:** <http://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/outgoing-mobility/ects-e-la-distribuzione-statistica-dei-voti>

### **CH WINTERT03:**

The grading scale ranges from 6 to 1	
Grade/Scale	Definition
6	excellent/very good
5	good
4	satisfactory
3	failed/unsatisfactory
2	failed, weak
1	failed, unclassified

Passing grades may also be qualified decimal numbers such as 0.5 to indicate tendencies towards the next grade. **One ECTS credit corresponds to 25 - 30 hours of student work.**

### 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>
CH WINTERT03	International Relations Office: <a href="mailto:international.lsfm@zhaw.ch">international.lsfm@zhaw.ch</a>	<a href="http://www.zhaw.ch/lsfm/international/en">www.zhaw.ch/lsfm/international/en</a>

### 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
I UDINE01	ISS@uniud.it	
CH WINTERT03	International Relations Office: <a href="mailto:international.lsfm@zhaw.ch">international.lsfm@zhaw.ch</a>	<a href="http://www.zhaw.ch/lsfm/international/en">www.zhaw.ch/lsfm/international/en</a>

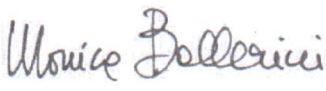



### 4. Housing

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/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>
CH WINTERT03	International Relations Office: <a href="mailto:international.lsfm@zhaw.ch">international.lsfm@zhaw.ch</a>	Marketplace (Marktplatz) for accommodation: <a href="https://www.zhaw.ch/en/lsfm/study/studiweb/marktplatz/">https://www.zhaw.ch/en/lsfm/study/studiweb/marktplatz/</a>  General Information: <a href="http://www.zhaw.ch/lsfm/international/en">www.zhaw.ch/lsfm/international/en</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
I UDINE01	Vice Rector for International Mobility prof. M. Ballerini	17/01/17	 
CH WINTERT03	<b>Dr Diyana Petrova</b> Head Academic Programmes  <b>Cornelia Soland</b> Manager International Relations Office and SEMP Institutional Coordinator	31.1.17	  ZHAW University of Applied Sciences Life Sciences and Facility Management International Relations Office IRO Gruental, P.O. Box CH-8820 Wädenswil

<sup>5</sup> Scanned signatures are accepted