



European Commission



University of Udine

Erasmus + Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2020²

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

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (e.g. 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	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

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.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

University of Groningen	NL GRONING01	Margo Slebus, International Office, Faculty of Arts, University of Groningen, P.O Box 716, 9700 AS Groningen, The Netherlands Phone: +31 50 3635917 Fax: +31503637422 e-mail: M.A.J.Slebus@rug.nl also see: www.rug.nl/let/internationaloffice . link : Contact ; Factsheet	Homepage International Office www.rug.nl/let/internationaloffice Course catalogue : http://www.rug.nl/let/what-can-i-study
	I UDINE01	Professor/departmental coordinator: Claudio CRESSATI claudio.cressati@uniud.it DISG - DIPARTIMENTO DI SCIENZE GIURIDICHE	
	NL GRONING01	Marloes van der weij euroculture@rug.nl	

B. Student Mobility numbers⁵ 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 students [number of months]
I UDINE01	NL GRONING01	313, 316 Political science and civics - International Relations, European		X	Master Euroculture International	4	5

⁵ 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>)

		Studies					
NL GRONING01	I UDINE01	313; 316 Political science and civics - International Relations, European Studies		X	Master Euroculture Internationale	4	5

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	NL GRONING01	313, 316	Political science and civics - International Relations, European Studies	To be defined	1
NL GRONING01	I UDINE01	313, 316	Political science and civics - International Relations, European Studies	To be defined	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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01		English			
NL GRONING01		English		English: B2/C1 A certificate (for ex. a letter from the home university) to indicate student's English skills or an English language test is needed	

- 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>

⁶ 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>

- <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>

University of Groningen: Students are asked to send their bachelor certificate when they wish to follow mastercourses.

All students need to send in their transcript of Records.

SPECIAL NEEDS STUDENTS

Students with a mental or physical disability (including dyslexia) may need extra facilities to follow courses and take exams. Please contact your student adviser to discuss any arrangements you need, such as visual aids, extended time for exams, etc. The earlier you do this, the better. More information is also available on <http://www.rug.nl/education/international-students/studying-with-a-disability>

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)
NL GRONING01	Nominations: 1 May Application: 1 June	Nominations: 1 October Applications: 1 November

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.

University of Groningen: 2. The receiving institution will send its decision within 2-4 weeks after the deadline mentioned.

3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the end of the exchange period given that the transcript request form and all the relevant course work have been submitted by the student.

4. Termination of the agreement

This agreement is valid for the period mentioned in the heading. In case both parties agree to modify or terminate the agreement before it officially comes to an end, they are free to do so. 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."

G. Information

1. Grading systems of the institutions

The link to our webpage is

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
NL GRONING01	<p><i>Credit system</i></p> <p>ECTS is the official Dutch credit system. 60 ECTS credits represent the workload of a full-time student in one academic year. One credit represents 28 student working hours according to the Dutch law on Higher Education. Student working hours include class hours, reading, independent studies, preparation for examinations, etc.</p> <p><i>Grading</i></p> <p>In the academic record two grading scales are</p>

distinguished: the official Dutch grading scale and the ECTS grading scale. The Dutch grading scale runs from 10 (highest mark) to 1 (lowest mark). The grade 6 is the pass grade. The ECTS grading scale ranks the students on a statistical basis. Therefore, the grade is based on the relative performance of the student compared to other students who have passed the examination. In ECTS the grade A stands for the best 10% of successful students.

Official Dutch grading scale
ECTS grading scale

Dutch grade	Description	ECTS grade	Description
10	Excellent	A	Best 10%
9	Very good	B	Next 25%
8	Good	C	Next 30%
7	Satisfactory	D	Next 25%
6	Sufficient (pass)	E	Next 10%
5	Fail	F	Fail
4-1	Fail	FX	Fail

Note: The grades 9 and 10 are rarely given in the Netherlands.

Note: F means fail – some more work required to pass

FX means fail – considerably further work required

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
NL GRONING01		http://www.rug.nl/education/international-students/visa-immigration/

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.

University of Groningen: Information on webpage

<http://www.rug.nl/education/international-students/health-insurance/>



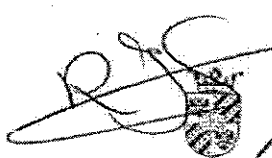

4. Housing

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
NL GRONING01		www.housingoffice.nl

H. Signature of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
I UDINE01	Prof. M. Ballerini Vice rector for International Mobility	20.11.13	 
NL GRONINGO 1	Ms. Regine van Groningen, Erasmus institutional coordinator Broerstraat 5, 9712 CP Groningen Tel +31 50 3637231 r.j.van.groningen@rug. nl	19-11- 2013	  university of groningen

⁷ Scanned signatures are accepted