



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016-21 **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+ 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 details³ (email, phone)	Website (eg. of the course catalogue)
Groupe ESSCA – Angers France 1 rue Lakanal – BP 40348 49003 ANGERS CEDEX 01	F ANGERS10	Institutional coordinator : Dr Alejandro Escudero-Yerro – Associate Dean for Internal Office – Ph : +33241735744	Exchange students website course catalogue
University of UDINE International Relations and Mobility Office v. Palladio, 8 33100 Udine – Italy	I UDINE01	Claudia.schielo@uniud.it Phone : +390432556221 Fax : +390432556229 Prof : F. VISINTIN	http://www.uniud.it/international-area/incoming-mobility Francesca.visintin@uniud.it

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. Mobility numbers⁴ 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 September** in the preceding academic year.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subje ct * area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	total number of months of the study periods or average duration*
F ANGERS10		04	Business Administration and Law		Not applicable	
	F ANGERS10	04	Business Administration and Law		Not applicable	

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
F ANGERS 10	I UDINE04	04	Business Administration and Law	5	5
I UDINE04	F ANGERS 10	04	Business Administration and Law	5	5

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:

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>)

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]
FANGERS10	04	French	English	B1	B2
I UDINE01	04	Italian	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

F ANGERS10 : ESSCA's buildings meet national standards as regards access for students and staff with a physical handicap. We advise applicants to contact us in advance to ensure that we are able to meet their precise needs in particular for housing.

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E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
F ANGERS10	31 MAY	31 OCTOBER

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

2. The partner institution **F ANGERS10** will send its decision within 1 week.

The partner institution:

3. A Transcript of Records will be issued by the receiving institution **F ANGERS10** no later than 5 weeks after the assessment period has finished at the receiving HEI.

The partner institution :

[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

4. Termination of the agreement

F ANGERS 10 : In the event of unilateral termination of the agreement, 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.

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>

Disclaimer: "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

F ANGERS10 – Grading system

PARTNER INSTITUTION:

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁶. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

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
F ANGERS10	exchange@essca.fr	Practical guide – Page 11

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
F ANGERS10	exchange@essca.fr	Practical guide – Pages 12 – 13

4. Housing

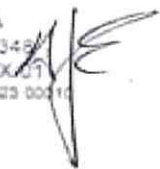

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

⁶ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
F ANGERS10	exchange@essca.fr	Practical guide – Pages 19 - 20

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
F ANGERS10	Dr Alejandro ESCUDERO-YERRO	26 OCT 2016	<p>Groupe ESSCA 1 rue Lakanal - BP 40348 49003 ANGERS CEDEX 01 APE : 803 Z - SIRET : 788 116 723 000 10</p> 
I UDINE01	Vice-Rector for International Mobility Prof. M Ballerini	22.09.16	<p><i>Maurice Ballerini</i></p> 

⁷ Scanned signatures are accepted