

Erasmus+ Programme

Key Action

– Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2015/16 - 2020/21 between programme countries

[Minimum requirements]

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 host institution	Erasmuscode	Contact details (email, phone)	Website (eg. of the course catalogue)
Radboud University Nijmegen	NL NIJMEGE01	<p>Central level Mr. Jos Brommer MSc, Institutional Erasmus coordinator, International Office, Radboud University, P.O. Box 9102, 6500 HC Nijmegen, Netherlands T: +31-24-3612053, F: +31-24-3612757, erasmus@io.ru.nl</p> <p>Faculty level Ms. drs. Noëlle Padberg, Erasmus coordinator Faculty of Law Radboud University Nijmegen, P.O. Box 9049, 6500 KK Nijmegen, Netherlands Tel.: +31-24-3612307 InternationalOffice@jur.ru.nl www.ru.nl/law</p>	www.ru.nl/io/english
UNIVERSITY OF UDINE International Relations and Mobility Office v. Palladio, 8 33100 UDINE ITALY	I Udine01	<p>Central level: Claudia.schileo@uniud.it outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221</p> <p>International Student Service iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497</p> <p>Faculty level: Prof. dr. Elisabetta Bergamini, associate professor Faculty of Law</p>	<p>http://www.uniud.it/international-area/incoming-mobility</p> <p>general course catalogue: http://www.uniud.it/didattica/facolta</p> <p>courses held in english: http://www.uniud.it/international-</p>

B. Mobility numbers per academic year

[Paragraph to be added, 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 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 [short cycle, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies * [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
NL NIJMEGE01	I UDINE01					
I UDINE01	NL NIJMEGE01					

[*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 * [total number of days of teaching periods or average duration *]	Staff mobility for Training *
NL NIJMEGE01	I UDINE01	380 (ISCED 2011) 0421 (ISCED 2013)	Law	2 teachers for each 2 weeks	
I UDINE01	NL NIJMEGE01			2 teachers for each 2 weeks	

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. calendar

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 :	
				Student Mobility for Studies [Minimum recommended level: B1]	Start mobility for Teaching [Minimum recommended level: B2]
NL NIJMEGE01		English		B2	C1
I UDINE01					

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

The sending university will screen and select candidates for exchange studies in accordance with its applicable rules and regulations. The candidates of the contracting institutions will use the required application form of the receiving institution. The receiving institution will accept the candidates selected by the sending institution if mutually acceptable academic and/or professional qualifications and standards are met. However, the receiving university has the right to make the final decision on the admission of candidates nominated for exchange. Admission to a specific course is subject to the exchange student being satisfactorily qualified for the chosen area of study and/or course level, and availability.

The exchange students will be subject to the laws and regulations of the country and the university where the student is currently studying or is under direct supervision.

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/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>

E. Calendar

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

C. calendar

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
NL NIJMEGE01	1 June	1 December
I UDINE01	15 May (nomination letter)	30 September (nomination letter)

- **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.

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.

2. The receiving institution will send its decision within 8 weeks after deadline of the application.

3. A Transcript of Records will be issued by the receiving institution no later than 8 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

This agreement shall become effective from the academic year [2014/15] and shall remain in effect until the academic year [2020/21]. The contracting institutions will review the exchange annually in order to maintain a balance in number of students exchanged. The agreement may be terminated at any time by either contracting party giving at least six (6) months' written notice. However, any exchange in progress will continue until completed. 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

Institution [Erasmus code]	Contact details (e-mail, phone)	Website for information
NL NIJMEGE01	internationaloffice@io.ru.nl	http://www.ru.nl/io/grading-table
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng

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 (e-mail, phone)	Website for information
NL NIJMEGE01	visa@io.ru.nl +31 (0)24-3612065	http://www.ru.nl/students/exchange_student/visa_and_residence/
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng

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 (e-mail, phone)	Website for information
NL NIJMEGE01	internationaloffice@io.ru.nl	http://www.ru.nl/students/exchange_student/medical_service/health_and_liability/
I UDINE01		<u>At the University of Udine:</u> Non Eu students can provide personally to get a private insurance in order to obtain the VISA for the study period.

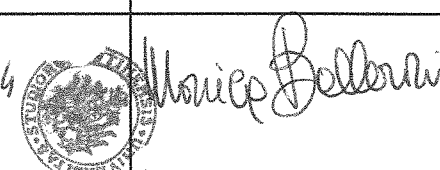
4. Housing

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

Institution [Erasmus code]	Contact details (e-mail, phone)	Website for information
NL NIJMEGE01	housing@io.ru.nl +31-24-3612061	http://www.ru.nl/students/exchange_student/housing/
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng

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

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
NL NIJMEGE01	Ms. dr. M.L.M. Janssen Head of the International Office	16-10-2014	
I UDINE01	Vice Rector for International Mobility prof. M. Ballerini	5.11.14	

Scanned signatures are accepted