



European Commission



University of Udine

Erasmus + Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2019-2021²

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 (eg. of the course catalogue)
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01 PIC-Number 999899281	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	https://www.uniud.it/en/uniud-international/incoming-exchange-students general course catalogue: https://www.uniud.it/en/education/offer courses held in english: https://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 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.

	I UDINE01	Academic contact: ELENA D'ORLANDO elena.dorlando@uniud.it	
Universität Innsbruck Faculty of Law	A INNSBRU01	Departmental Coordinator Ass.-Prof. Dr. Irmgard Rath-Kathrein, Irmgard.rath-kathrein@uibk.ac.at Institutional Coordinator Katharina Devich, Herzog-Friedrich-Str. 3, A-6020 Innsbruck +43 512 507 32406, katharina.devich@uibk.ac.at , erasmus@uibk.ac.at	Erasmus incomings: http://www.uibk.ac.at/international-relations/erasmus/incoming/ Course Catalogue: http://orawww.uibk.ac.at/public/ifuonline_lv.home

B. Mobility numbers 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 [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*]	Student Mobility for Traineeships *
I UDINE01	A INNSBRU01	0421	Law	1 st , 2 nd	2x5	N/A
A INNSBRU01	I UDINE01	0421	Law	1 st , 2 nd	2x5	N/A

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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
A INNSBRU01	I UDINE01	0421	Law	1 person, min 2, max 5 days/ min 8 hrs of teaching	Only by individual agreement
I UDINE01	A INNSBRU01	0421	Law	1 person, min 2, max 5 days/ min 8 hrs of	Only by individual agreement

				teaching	
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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	0421	Italian	English	B1, no certificate required. Most courses are offered in Italian.	B2, Language to be decided upon by the individual teachers (I/EN)
A INNSBRU01	0421	German	English	If ECTS credits are needed a minimum of B1. No certificate required. Most courses are offered in German.	B2, Language to be decided upon by the individual teachers (DE/EN)

-At the University of Udine: Courses held in English ARE offered within some DEGREE courses. A full list is consultable on our website: https://www.uniud.it/en/uniud-international?set_language=en

AINNSBRU01: An Italian Law programme is offered: <https://www.uibk.ac.at/studium/angebot/d-integriertes-diplomstudium-der-rechtswissenschaften-18w/index.html.en>

E. Additional requirements

AINNSBRU01: Support is offered to students and staff with a special need or disability: www.uibk.ac.at/behindertenbeauftragte

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>

At the University of Udine:

The original transcript of records (no carbon copy is accepted) with the exams done by Italian exchange students can be given or sent directly to them OR to the International Relations and Mobility Office of I UDINE01.

The Learning Agreement and any changes made to the original Learning Agreement have to be given to the Italian student who will submit them to the approval of the academic coordinator.

Incoming Erasmus students/partner universities can check the information about extension of the study period and changes to the original Learning Agreement on the website of I UDINE01:

<https://www.uniud.it/en/uniud-international/incoming-exchange-students>

[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]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

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)	30 September (nomination)
AINNSBRU01	July 31 st	December 31 st

- **I UDINE01** will send a detailed Erasmus nomination list by e-mail. I UDINE01 cannot guarantee any other nomination modality.

- Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). **I UDINE01** cannot guarantee the acceptance of any other nomination modality by partner Universities (such as online nominations etc...).

- **I UDINE01** will send the letter of acceptance and information package within 8 weeks from reception of the nomination letter.

- Erasmus incoming students at **I UDINE01** have to collect the Transcript of Records before leaving Udine. Should they fail to do so, the Transcript of Records will be issued and sent directly to the students' personal address by I UDINE01 within 5 weeks.

. **AINNSBRU01**: The University of Innsbruck will send its decision after receipt of the complete application. The Admission Department will send the Letter of Acceptance in August and January.

3. **AINNSBRU01**: Each student can print the Transcript of Records personally. A signed and stamped version is issued by the International Relations Office on demand.

4. 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

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 1st 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	https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects	
AINNSBRU01	Austrian grading scheme	
	1	EXCELLENT: Outstanding performance
	2	GOOD: Generally good, but with some
	3	SATISFACTORY: Generally sound work with a number
	4	SUFFICIENT: Performance meets the minimum
	successfully completed	Positive performance, where a strict differentiation is not adequate
	5	UNSATISFACTORY: Substantial improvement necessary;
	not completed	Negative performance, where a strict differentiation is not adequate

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobility 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		https://www.uniud.it/en/uniud-international/incoming-exchange-students
A INNSBRU01	erasmus@uibk.ac.at	http://www.uibk.ac.at/international-relations/erasmus/incoming/passport_visa.html

3. Insurance

At the University of Udine: Non-EU students must subscribe a private insurance in order to obtain a VISA for the study period.

EU students can ask their home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.

A INNSBRU01	erasmus@uibk.ac.at	http://www.uibk.ac.at/international-relations/erasmus/incoming/guide-englisch.pdf
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4. Housing

The receiving institution will guide incoming mobility 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		https://www.uniud.it/en/uniud-international/incoming-exchange-students
A INNSBRU01	OeAD Housing Office, Meinhardstr. 5/3. Stock, A-6020 Innsbruck +43 512 507 319 115 housing-innsbruck@oead.at	http://www.housing.oead.ac.at/index_e.asp Please apply immediately after nomination. Rooms are assigned "First come, first served"

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
I UDINE01	Vice Rector for Erasmus+Studio Mobility prof. Rossana Vermiglio	20/08/2018	 
A INNSBRU01	Head of International Relations Office: Dr. Mathias Schennach, Herzog-Friedrich-Str. 3 6020 Innsbruck, Austria; Tel: +43 512 507 32400, mathias.schennach@uibk.ac.at	20/08/2018	 

⁶ Scanned signatures are accepted