



European Commission

Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2018/2021

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 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 ³ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY PIC-Number 999899281	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	Homepage for Incoming Students: http://www.uniud.it/en/uniud-international/incoming-exchange-students General course catalogue: http://www.uniud.it/didattica/info-didattiche/guida-del-corso Courses held in English: http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses
UNIVERSITÀ DI UDINE	I UDINE01	Academic contact: Prof.ssa Laura Montanari Dipartimento di Scienze giuridiche via Treppo n. 18, 33100 Udine laura.montanari@uniud.it	https://www.uniud.it/it/didattica/corsi-studenti-iscritti

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.

UNIVERSITE DE TOULOUSE	FTOULOUSE01	Erasmus Institutional Coordinator : Prof. Corinne Mascala, President Administrative contact : Vincent Redaud - International Office - Phone: +33 5 61 63 35 46 - Email: vincent.redaud@ut-capitole.fr 2 rue du Doyen Gabriel Marty - 31042 Toulouse	http://www.ut-capitole.fr/ects
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B. Mobility numbers per academic year

No students mobility under this agreement

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: 8)
I UDINE01	FTOULOUSE01	0421	Law	1 * 7 days	8 hours a week - 1 week
FTOULOUSE01	I UDINE01	0421	Law	1 * 7 days	8 hours a week - 1 week

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 ⁹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01		Italian	English (only few courses, not corresponding to the main subjects)	B1	B2
FTOULOUS E01		French		B2	B2

At the University of Udine: 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/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses>

E. Additional requirements

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/en/uniud-international/incoming-exchange-students/during-your-stay/extension-of-the-study-period>

- <http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/changes-to-the-original-learning-agreement>

At the Toulouse Capitole University:

All practical information for incoming students (incl. application procedure) can be found on the website and the Welcome activities for all international students, including Orientation Days : <http://www.ut-capitole.fr/incomingstudents>

Students and Staff with disabilities : <http://www.ut-capitole.fr/handicap>

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)
F TOULOUS01	15 th April	20 th October

- **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.

G. Information

1. Grading systems of the institutions

The link to our webpage is

[Erasmus code]	WEB PAGE
I UDINE01	http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects
FTOULOUSE01	FTOULOUSE01: Full and updated information on the University of UT1's grading system can be seen at http://www.ut-capitole.fr/incomingstudents

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/en/uniud-international/incoming-exchange-students/during-your-stay/right-to-stay-in-udine-no-eu-students
FTOULOUS01	Agnès Tersou Phone: +33 5 61 63 35 43 – Email: echanges@ut-capitole.fr	

3. **Insurance**

At the University of Udine: 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.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
FTOULOUS01	Agnès Tersou Phone: +33 5 61 63 35 43 – Email: echanges@ut-capitole.fr	

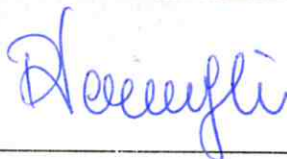



4. **Housing**

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/en/uniud-international/incoming-exchange-students/pre-arrival-information/accommodation-in-udine
FTOULOUS01	Agnès Tersou Phone: +33 5 61 63 35 43 – Email: echanges@ut-capitole.fr	

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵	stamp
I UDINE01	Vice Rector for Erasmus+ Mobility prof. Rossana Vermiglio	10/01/18		
FTOULOUS01	Prof. Corinne Mascala Erasmus Institutional Coordinator	11/12/17		

⁵ Scanned signatures are accepted