



UNIVERSIDAD DE CORDOBA

Erasmus+ Programme

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

Inter-institutional agreement 2020-2021 **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 the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF CORDOBA		Prof^a Dra. Enriqueta Moyano Cañete Director of International Office Tel: +34 957 212 552 Fax: +34 957 212 583 Email: direccion.ori@uco.es	ori@uco.es
FACULTY OF LABOUR SCIENCES	E CORDOBA01	M^a ISABEL RODRIGUEZ ZAPATERO Coordinator for International Relations FACULTY OF LABOUR SCIENCES Telf: +34 957 212 526 Email: secretaria-fct@uco.es erasmus.fct@uco.es	http://www.uco.es/internacional/ http://www.uco.es/trabajo http://www.uco.es/trabajo/gturismo/index.html

University of UDINE International Relations and Mobility Office 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	https://www.uniud.it/en/uniud-international/incoming-exchange-students
		International Student Service iss@uniud.it Incoming exchange mobility Fax +39-0432-556496 Phone +39-0432-556218/556497 Academic Contact: Prof.A. Zilli e-mail: anna.zilli@uniud.it	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

B. Mobility numbers¹ per academic year

-STUDENT MOBILITY FOR STUDY

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	
					Total number of students	(total number of months)
E CORDOBA01	I UDINE01	347	Labour Law	1 st	3	18 months (3*6 each)
I UDINE01	E CORDOBA01	347	Labour Law	1 st	3	18 months (3*6 each)

-STAFF MOBILITY FOR TEACHING ASSIGNMENTS

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		
				Number of Staff Members	Duration of the activity (weeks each)	Number of teaching hours per week or any lower period of stay (1-8)
E CORDOBA01	I UDINE01	347	Labour Law	2	1	8
I UDINE01	E CORDOBA01	347	Labour Law	2	1	8

-STAFF MOBILITY FOR TRAINING (ADMINISTRATIVE STAFF)

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		
				Number of Staff Members	Duration of the activity (weeks)	Number of hours per week
E CORDOBA01	I UDINE01	347	Labour Law	1	1	
I UDINE01	E CORDOBA01	347	Labour Law	1	1	

¹ 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. 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 ²	
				Student Mobility for Studies [Minimum recommended Level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E CORDOBA01	Labour Law	SPANISH	ENGLISH	B1 (recommended)	
I UDINE01	Labour Law	ITALIAN	ENGLISH	B1 (recommended)	

-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/international-area>

- 2 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>

D. Additional requirements

University of Córdoba:

Local mentors will help incoming students with practical issues like opening a bank account, registration procedures, etc.: secretaria-fct@uco.es erasmus.fct@uco.es

Language courses: International students with knowledge of B2 Spanish or less are encouraged to participate in the intensive courses before their studies in Córdoba start. The courses are free of charge and are offered for four weeks in September-October.

The University of Córdoba welcomes students and staff with disabilities and provides an information and assistance center. Learn more at: <http://www.uco.es/educacion/principal/servicios/uane/index.html>

E. Calendar

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

Receiving institution [Erasmus code]	Nomination		Application	
	Autumn Term	Spring Term	Autumn Term	Spring Term
E CORDOBA01	31 May	30 November	31 July	31 December
I UDINE01	15 May (Nomination Letter)	30 September (nomination letter)		

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

University of Córdoba:

2 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>

2. After having received the paper application (printed online application) the letter of admission will be send within a max of 6 / 8 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.

University of Udine:

- **I UDINE01** will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Ersmus 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 UDINE** 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 dine, 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.

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. The termination clauses must include the following disclaimer: "Neither te European Commission nor the National Agencies can be held responsible in case of a conflict"

F. Information

1. Grading systems of the institutions

University of Córdoba: Student performances are graded individually and not on a statistical basis. In general, the University of Córdoba uses the grading system charted below. For details please visit our webpage:

<http://www.uco.es/internacional/extranjeros/erasmus/guiasects-en.html#ects>

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
E CORDOBA01	movilidad.convenios@uco.es Phone: +34 957 212 582	http://www.uco.es/internacional/extranjeros/visados/tramitacionvisados-en.html
I UDINE01		http://web.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine

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
E CORDOBA 01	movilidad.convenios@uco.es Phone: +34 957 212 582	https://www.uco.es/servicios/sega/informaciongeneral/segu-comple
I UDINE01		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 hom authorities for the European Health Insurance ("Team") for the full Erasmus study period.

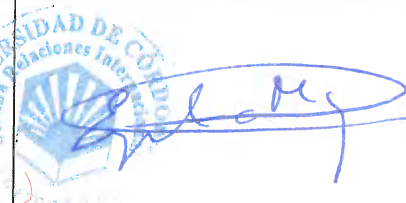
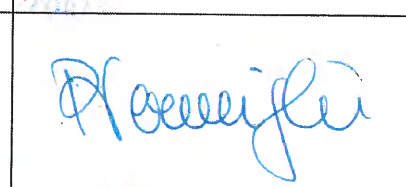
4. Housing

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
E CORDOBA01	A) Residence Hall: - phone number: (+34) 957 21 8152 - e-mail to: alojamiento@uco.es B) Shared Flats - phone number: (+34) 957 21 2403 - e-mail to: informacion@uco.es - Local mentors for international students give the necessary support to find accommodation. Please contact:	http://www.uco.es/servicios/alojamiento/ http://www.uco.es/servicios/informacion/alojamiento/alojamiento.html
I UDINE01		http://web.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
E CORDOBA01	Prf ^a . Enriqueta Moyano Cafete Director of International Office Tel.: +34 957212552 Fax: +34 957 212583 Email: direccion.ori@uco.es	17 SET. 2019	
I UDINE01	Prof.ssa Rossana Vermiglio Vice Rector Erasmus Mobility	06/06/19	

³ Scanned signatures are accepted

