

European Commission



University of Udine

Erasmus + Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2020²

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 (e.g. of the course catalogue)
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> 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 International Student Service iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497	http://www.uniud.it/international-area/incoming-mobility general course catalogue: http://www.uniud.it/didattica/facolta courses held in English: http://www.uniud.it/international-area

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	Professor/departmental coordinator: Maria Antonietta LEPELLERE maria.lepellere@uniud.it DICA - DIPARTIMENTO DI INGEGNERIA CIVILE E ARCHITETTURA	
Transilvania University of Brasov, Romania	RO BRASOV01	Erasmus Office: Bulevardul Eroilor 29, 500036 – Brasov, Romania Tel. & fax: +40268473473 E-mail: erasmus@unitbv.ro Erasmus coordinator Prof. dr. fiz. Sorin ZAMFIRA E-mail: zamfira@unitbv.ro Departmental coordinator Assoc. prof. dr. eng. Daniela SOVA E-mail: sova.d@unitbv.ro	http://www.unitbv.ro/orien/

B. Student Mobility numbers⁵ per academic year

[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 September 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 [1 st cycle or undergraduate]	Study cycle [2 nd cycle or postgraduate]	Study cycle [PhD or doctoral cycle]	Number of student	Duration of stay for each students [number of months]
I UDINE01	RO BRASOV01	521 Mechanics and metal work	X		X	4	6
RO BRASOV01	I UDINE01	521 Mechanics and metal work	X		X	4	6

⁵ 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. 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	RO BRASOV01	521	Mechanics and metal work		
RO BRASOV01	I UDINE01	521	Mechanics and metal work		

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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01		Italian			
RO BRASOV01		English		B1	B2

- 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>

E. Additional requirements

I UDINE01

⁶ 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>

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:

- <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>

RO BRASOV01

Selection/preparation/integration of incoming students and staff will be carried out in accordance with the principles of the Erasmus University Charter.

Additional information is provided by <http://www.unitbv.ro/orien/>.

We could specify in due time, upon request, if special needs of students and staff with disabilities can be fulfilled.

[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 letter)	30 September (nomination letter)
RO BRASOV01	July 15 th	January 15 th

2. The 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 (such as online nominations etc.).

3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc.).

RO BRASOV01: Partner Universities have to send a detailed Erasmus nomination list by e-mail (to erasmus@unitbv.ro).

4. The I UDINE01 will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.

The RO BRASOV01 will send its decision within 4 weeks at the maximum from the reception of the required documents (<http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx>). The documents will be sent as pdf forms by e-mail and /or originals by post to the Erasmus Office address (dead line – see point F1).

5. Erasmus incoming student at the I UDINE01 has to collect the Transcript of Records before leaving Udine, otherwise the Transcript of Records will be issued and sent by the I UDINE01 no later than 5 weeks directly to the personal post address of the student.

A Transcript of Records will be issued by RO BRASOV01 no later than 4 weeks after the assessment period has finished at the receiving HEI. It will be sent by post to home institution address.

6. Termination or modification of the agreement:

A unilateral decision to discontinue or to change the exchanges notified to the other party by 1 September 20/./ will only take effect from the 1 October of the following new academic year.

G. Information

1. Grading systems of the institutions

The link to our webpage is

Institution [Erasmus code]	WEB PAGE
I UDINE01	http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng
RO BRASOV01	RO BRASOV01 Credits (1 credit = 25 hours total work) 1 full academic year = 60 credits 1 semester = 30 credits 3 months = 20 credits Grading distribution will be provided by student's Transcript of Records.

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/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng
RO BRASOV01	Email: erasmus@unitbv.ro Phone: +40268473473	http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx

3. Insurance

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.

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
I UDINE01		
RO BRASOV01	Email: erasmus@unitbv.ro Phone: +40268473473	http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx


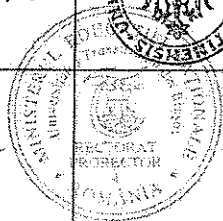
4. Housing

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/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng
RO BRASOV01	Email: erasmus@unitbv.ro Phone: +40268473473	http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx

H. Signature of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷	stamp
I UDINE01	Prof. M. Ballerini Vice rector for International Mobility	15/11/13	<i>Monica Ballerini</i>	
RO BRASOV01	Prof. Dr. Eng. Ioan Vasile ABRUDAN, Rector	15-11-2013	<i>[Signature]</i>	

⁷ Scanned signatures are accepted