



European Commission



University of Udine

Erasmus
Studio
Erasmus

Erasmus + Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2018-2021²

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: prof. Borean Linda linda.borean@uniud.it	
Université Lumière Lyon 2	F LYON02	Institutional Coordinator: Mr. James WALKER Director of the International Relations Office: Mr. Emmanuel MEYER emmanuel.meyer@univ-lyon2.fr Agreements Officer: Ms. Laurène WEY european.agreements@univ-lyon2.fr 18 quai Claude Bernard 69365 Lyon Cedex 07 +33 478697222 Departmental Coordinator: Damien Delille Damien.delille@univ-lyon2.fr	General website : https://www.univ-lyon2.fr/international/ Course catalogue : https://www.univ-lyon2.fr/formation/ Courses in English : http://www.univ-lyon2.fr/international/quel-cours-choisir--530560.kjsp?RH=WWW400&ksession=58caa965-5067-4e98-8c06-56959506d1f0

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 students	Duration of stay for each student [number of months]
I UDINE01	F LYON02	0219 History of Art	X	X		2	9
F LYON02	I UDINE01	0219 History of Art	X	X		2	9

C. Teaching Staff Mobility per academic year

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>)

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	F LYON02		022 Humanities	1	1
F LYON02	I UDINE01		022 Humanities	1	1

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 instruc- tion 1	Language of instruc- tion 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	English if required	A1	
F LYON02		French		B1	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: https://www.uniud.it/en/uniud-international?set_language=en

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.

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 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:

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

At Université Lumière Lyon 2:

The partner institution is in charge of selecting exchange students who will come and study at Université Lumière Lyon 2. However, Université Lumière Lyon 2 reserves the right to turn down student applications in case they do not comply with the necessary requirements (language skills, application date...).

Disability services: Mission Handicap, mission.handicap@univ-lyon2.fr Students and staff with disabilities can get in touch with the team of the international office (erasmus@univ-lyon2.fr for outgoing individuals and incoming-europe@univ-lyon2.fr for incoming individuals), who will endeavour to inform and support them. Information regarding the individual's disability will be considered confidential and will be shared with others within the university on a need-to-know basis only.

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)
F LYON02		
Nominations (Full name, e-mail address, period of stay and field of study)	April 15th	September 20th
Applications (reception of hard copies of the students' applications forms signed by the sending institution and supporting documents)	May 5th	October 5th

- **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.

F LYON02

2. The receiving institution will send its decision within 6 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

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.

Please notify your decision not to renew our agreement before the beginning of November each year.

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

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
F LYON02	http://www.univ-lyon2.fr/medias/fichier/grading-system_1385647149821-pdf?INLINE=FALSE

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		https://www.uniud.it/en/uniud-international/incoming-exchange-students
F LYON02	incoming-europe@univ-lyon2.fr	Incoming: http://www.univ-lyon2.fr/international/exchange-programs/how-to-obtain-a-visa-564496.kjsp?RH=WWWUK4exc

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.

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
F LYON02	incoming-europe@univ-lyon2.fr	Incoming: http://www.univ-lyon2.fr/international/exchange-programs/how-much-money-you-will-need-564498.kjsp?RH=WWWUK4exc

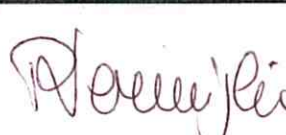

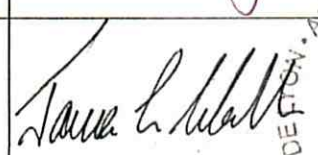
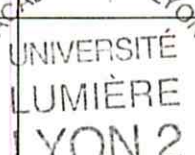
4. Housing

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		https://www.uniud.it/en/uniud-international/incoming-exchange-students
F LYON02	incoming-europe@univ-lyon2.fr	http://www.univ-lyon2.fr/international/exchange-programs/how-to-find-an-accommodation-in-lyon-564592.kjsp?RH=WWWUK4exc

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷	stamp
I UDINE01	Vice Rector for Erasmus+Studio Mobility prof. Rossana Vermiglio	29/06/18		
F LYON02	James WALKER Institutional coordinator	14/6/18		

⁷ Scanned signatures are accepted