



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2016-17 between programme countries

#### [Minimum requirements]<sup>2</sup>

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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
Newcastle University	UK NEWC01	Tonia Cook <a href="mailto:Tonia.cook@ncl.ac.uk">Tonia.cook@ncl.ac.uk</a> 0044 191 208 6069	<a href="http://www.ncl.ac.uk/international/exchange/erasmus/">http://www.ncl.ac.uk/international/exchange/erasmus/</a> <a href="http://www.ncl.ac.uk/international/studyabroad/module/">http://www.ncl.ac.uk/international/studyabroad/module/</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE 01	<a href="mailto:Claudia.schileo@uniud.it">Claudia.schileo@uniud.it</a> outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221  International Student Service <a href="mailto:iss@uniud.it">iss@uniud.it</a> incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497	<a href="http://www.uniud.it/international-area/incoming-mobility">http://www.uniud.it/international-area/incoming-mobility</a>  general course catalogue: <a href="https://next.uniud.it/it/didattica">https://next.uniud.it/it/didattica</a>  courses held in english: <a href="http://www.uniud.it/international-area">http://www.uniud.it/international-area</a>
[...]	I UDINE01	Academic contact:  Sereni U./Ferrari P.	

### B. Mobility numbers<sup>4</sup> per academic year

[Paragraph to be added, 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 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
UK NEWCAST 01						
	UK NEWCAST 01					

<sup>4</sup> 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>)

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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 *
UK NEWCAST 01	I UDINE 01	225	History, Classics and Archaeology	1 week for 8 hours	
I UDINE 01	UK NEWCAST 01	225	History, Classics and Archaeology	1 week for 8 hours	

### 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 <sup>5</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
UK NEWCAST01		English	N/A	EU/EEA students: CEFR B2  Non EU	CEFR B2

<sup>5</sup> 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>

				Students: IELTS 6.5 or Equivalent	
I UDINE 01		Italian	English	B2	

For more details on the language of instruction recommendations, see the course catalogue of each institution [*Links provided on the first page*].

#### D. Additional requirements

Guidelines for application will be issued to partner Universities on an annual basis at least 4 months prior to the initial application submission deadline date.

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
UK NEWCAST01	<a href="http://www.ncl.ac.uk/regulations/docs/terms-&lt;br/&gt;semesters.html">http://www.ncl.ac.uk/regulations/docs/terms- semesters.html</a> Application: 17 April 2015	Application: 30 October 2015
I UDINE 01	15 May (nomination letter)	30 September (nomination letter)

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

2. The receiving institution will send its decision within 4 weeks of submission deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the final subject Board of Studies has convened.
4. Termination of the agreement

Agreements are re negotiated on an annual basis one year prior to the contract period.

#### F. Information

### **1. Grading systems of the institutions**

<http://www.ncl.ac.uk/international/studyabroad/study/credit.htm>

<http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng>

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details</b>	<b>Website for information</b>
UK NEWCASTLE T01	<a href="http://www.ncl.ac.uk/students/progress/about/contact/">http://www.ncl.ac.uk/students/progress/about/contact/</a>	<a href="http://www.ncl.ac.uk/international/visa/">http://www.ncl.ac.uk/international/visa/</a>
I UDINE 01		

### **3. Insurance**

Incoming students are responsible for ensuring they have obtained the correct insurance prior to arriving in the UK and which is in line with UK immigration regulations.

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details</b>	<b>Website for information</b>
UK NEWCASTLE 01	<a href="http://www.ncl.ac.uk/enquiries/">http://www.ncl.ac.uk/enquiries/</a>	<a href="http://www.ncl.ac.uk/accommodation/students/">http://www.ncl.ac.uk/accommodation/students/</a>

I UDINE 01		
---------------	--	--

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
UK NEWCAST01	Tonia Cook Erasmus Institutional Coordinator	08/12/15	
I UDINE 01	Vice Rector for International Mobility prof. M. Ballerini	22.01.16	 

<sup>6</sup> Scanned signatures are accepted