



European Commission



University of Udine

Erasmus + Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014/15-2018/19²

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	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
LEIPZIG UNIVERSITY	D LEIPZIG01	Dr. Svend Poller (Institutional Coordinator) International Centre	Cf. data sheet

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.

		Goethestraße 6, 04109 Leipzig, Germany erasmus.agreements@zv.un i-leipzig.de phone: +49 341 97 32020	
	I UDINE01	Professor/departmental coordinator: MORANDI BONACOSI P. <u>daniele.morandi@uniud.it</u> DIBE - DIPARTIMENTO DI STORIA E TUTELA DEI BENI CULTURALI	
	D LEIPZIG01	Departmental Contact: Dr. Cinzia Pappi Faculty of History, Art and Oriental Studies Institute of Ancient Near Eastern Studies pappi@rz.uni-leipzig.de phone: +49 341 97-37-024	

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 **1st February** in the preceding academic year.]

Student Mobility

FROM	TO	Subject area code [ISCED]	Subject area/ Study Programme	no. of students per study cycle			max. duration per person (semester → max. 6 months year → max. 12 months)
				1 st	2 nd	3 rd	
I	D	225	history and archeology, ancient near eastern studies	1			X semester <input type="checkbox"/> year
D	I	225	history and archeology, ancient near eastern studies	1			X semester <input type="checkbox"/> year

Additional information (e.g. special admission requirements): place may be distributed flexibly among level 1st, 2nd and 3rd

.....

Staff Mobility for teaching

FROM	TO	Subject area code [ISCED]	Subject area/ Study programme	no. of staff [1 to 6 weeks as agreed in individual
------	----	---------------------------	-------------------------------	-------------------------------------------------------

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>)

				<i>work plan, minimum 8h/week</i>
I	D	225	history and archeology, ancient near eastern studies	1 person
D	I	225	history and archeology, ancient near eastern studies	1 person

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	English if required	A1	
D LEIPZIG01		German		B1	n.a.

- 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>

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>

E. Additional requirements

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>

For D LEIPZIG01 cf. data sheet

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)
D LEIPZIG01	Cf. data sheet	

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...).

For D LEIPZIG01 cf. data sheet

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...).

For D LEIPZIG01 cf. data sheet

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

For D LEIPZIG01 cf. data sheet

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.

For D LEIPZIG01 cf. data sheet

6. Termination or modification of the agreement:

The Inter-Institutional Agreement shall be valid for the agreed period above from the date of signing by both institutions. The notification to terminate this agreement has to be drawn up in writing at least one academic year prior to its taking effect. 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

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
D LEIPZIG01	Cf. data sheet

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
D LEIPZIG01		Cf. data sheet

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.

For D LEIPZIG01 cf. data sheet



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
D LEIPZIG01		Cf. data sheet

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷	stamp
I UDINE01	Prof. M.Ballerini Vice Rector for International Mobility	27.11.2013		
D LEIPZIG01	Dr. Svend Poller, Director of the International Centre	22.11.2013		 <p>UNIVERSITÄT LEIPZIG International Centre Goethestraße 6 • 04109 Leipzig Germany tel +49 341 973 2020 fax +49 341 973 2049 aaa@uni-leipzig.de http://www.uni-leipzig.de/aaa</p>

⁷ Scanned signatures are accepted



Institutional Data Sheet

GENERAL INFORMATION

Institution	Leipzig University - D LEIPZIG01
General website	www.uni-leipzig.de
Website for credit mobility students	www.zv.uni-leipzig.de/erasmus/in
International Centre - address	Leipzig University - International Centre Goethestr. 6 04109 Leipzig, Germany
International Centre - director	Dr. Svend Poller phone: +49 341 97 32020 fax: +49 341 97 32049 email: aaa@uni-leipzig.de
International Centre - contact Inter-Institutional Agreements	Anne Vorpapel phone: + 49 341 97 32031 email: anne.vorpapel@zv.uni-leipzig.de erasmus.agreements@zv.uni-leipzig.de
International Centre – contact incoming students	Christiane Schmidt phone: + 49 341 97 32023 email: christiane.schmidt@zv.uni-leipzig.de
International Centre – contact outgoing students	Ines Remer phone: + 49 341 97 32022 email: ines.remer@zv.uni-leipzig.de
Departmental coordinators	Via database - www.uni-leipzig.de/kiss

DATES

Academic calendar	Winter semester: 01/10 – 31/03 Summer semester 01/04 – 30/09
Academic calendar per year	www.zv.uni-leipzig.de/en/study/organising-your-studies/academic-calendar.html
Applications deadline for nominated exchange students:	
For winter semester [dd/mm]	15/07
For summer semester [dd/mm]	15/01
Transcript of Records procedure:	Students need to contact the departmental coordinator. Information on departmental coordinators at Leipzig University: www.uni-leipzig.de/kiss

LOCAL GRADING SYSTEM OF THE INSTITUTION

Local Grade	German Description	English Description
1,0 – 1,5	sehr gut - eine hervorragende Leistung	very good – an excellent performance
1,6 – 2,5	gut - eine Leistung, die erheblich über den durchschnittlichen Anforderungen liegt	good – a performance above average
2,6 – 3,5	befriedigend – eine Leistung, die durchschnittlichen Anforderungen entspricht	satisfied – a performance according to average requirements
3,6 – 4,0	Ausreichend – eine Leistung, die trotz ihrer Mängel noch den Anforderungen genügt	passed – a sufficient performance despite mistakes
> 4,0	nicht ausreichend – eine Leistung, die wegen erheblicher Mängel den Anforderungen nicht mehr genügt	failed – an insufficient performance

INCOMING STUDENT INFO

Study as an exchange student, incl. application procedure	www.uni-leipzig.de/erasmus/in
Course catalogues	http://service.uni-leipzig.de/vvz/
Study fields for exchange	according to the nomination that corresponds to the fields of studying as agreed in the inter-institutional agreements information available via www.uni-leipzig.de/kiss
Study guides	www.zv.uni-leipzig.de/studium/angebot/studienangebot.html
German language courses, e.g.	www.uni-leipzig.de/deutschlernen The Preparatory German Language and Orientation Course starts three weeks prior to the semester with German language instruction, interactive tasks, exploring university related issues, cultural events and field trips. Costs (subject to change): approx. 105 EUR
Required language skills in teaching language	B1 (CEFR)
Insurance	www.zv.uni-leipzig.de/studium/studium-international/allgemeine-informationen/vor-dem-studium/krankenversicherungsschutz.html
Visa	www.zv.uni-leipzig.de/studium/studium-international/allgemeine-informationen/vor-dem-studium/visa-und-einreisebestimmungen.html

HOUSING

Is housing guaranteed?	Housing is not guaranteed but there is a wide range of reasonably-priced apartments and rooms in Leipzig.
Student Accommodation	<i>Studentenwerk Leipzig</i> lets ready-furnished rooms to students of Leipzig University. Please, check out their website for detailed information on rents and applications procedure etc.: www.studentenwerk-leipzig.de/ Additionally, the <i>International Centre</i> provides a service to find rooms in student-shared-apartments. www.zv.uni-leipzig.de/en/study/international-study/general-information/preparing/living-in-leipzig.html

COSTS:

Cost of living	about 650 EUR per month - this figure is only an estimate and may vary Rent for apartment/room: around 150 EUR - 250 EUR Health insurance: around 80 EUR Study materials: around 50 EUR Food, clothing, miscellaneous requirements: around 250 EUR
Semester contribution (Student ID and semester ticket for public transport)	-semester contribution (due each semester): 114,- EUR (may vary) -student ID "UniCard" deposit (due once): 10,-EUR -semester ticket public transport (optional): 94,- EUR (may vary) www.zv.uni-leipzig.de/studium/studium-international/allgemeine-informationen/zu-beginn-des-studiums/kontoeroeffnung-studentenausweis-und-semesterticket.html