

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 Courses held in Gorizia (DAMS)	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.

Stockholm University Department of Media Studies (Faculty of Humanities)	S STOCKHO01	Joakim Hellberg, International Coordinator Karlavägen 104, floor 5 SE-115 93 Stockholm, Sweden Phone: +46 (0)8 16 44 15 E-mail: internat@mail.film.su.se	http://www.ims.su.se/english/ Course catalogue: http://sisu.it.su.se/search
	I UDINE01	Professor/departmental coordinator: Francesco PITASSIO francesco.pitassio@uniud.it DIBE - DIPARTIMENTO DI STORIA E TUTELA DEI BENI CULTURALI	
	S STOCKHO01	Joakim Hellberg, International Coordinator Karlavägen 104, floor 5 SE-115 93 Stockholm, Sweden Phone: +46 (0)8 16 44 15 E-mail: internat@mail.film.su.se	

S STOCKHO01: At Stockholm University there are approximately seventy departments and centres within the Faculties of Humanities, Law, Sciences and Social Sciences. All Erasmus agreements at Stockholm University are signed and handled on a departmental level. Each department is responsible for its own Erasmus agreements and exchanges.

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 under graduate]	Study cycle [2 nd cycle or postgraduate]	Study cycle [PhD or doctoral cycle]	Number of students per academic year	Duration of stay for each student [number of months]
I UDINE01	S STOCKHO01	213 audio-visual techniques and media production (photography, cinematography, communication)	X	X		2	6
S STOCKHO01	I UDINE01	213 audio-visual techniques and media production (photography, cinematography, communication)	X	X		2	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]	Subj ect area code * [ISCE D]	Subject area name*	Number of staff mobility periods	
				Staff Mobility for Teaching	Average duration in weeks (minimum of teaching hours required: 8)
I UDINE01	S STOCKH01	213	audio-visual techniques and media production (photography, cinematography, communication)	TBA	TBA
S STOCKH01	I UDINE01	213	audio-visual techniques and media production (photography, cinematography, communication)	TBA	TBA

S STOCKH001: Incoming exchange students can only study courses within the partner department unless otherwise agreed. Students are required to select no less than 15 ECTS or a majority of their course load from the Department of Media Studies. Courses from other departments are subject to availability.

S STOCKH001: All staff mobility will be dependent upon the capacity of the receiving department at that particular time. Both institutions recognise that there may be years in which staff mobility cannot be accommodated.

S STOCKH001: During the term of this Agreement, places will be made available at each Institution on an annual basis according to the target numbers. However, in order to ensure reciprocity, the number of places available may be reviewed. Both Institutions will endeavour to ensure balance over the term of this Agreement.

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		B1	
S STOCKH01		English	Swedish	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>

S STOCKH001: The Department of Media Studies offers courses on both graduate (advanced) and undergraduate (basic) levels and require students who wish to take graduate (postgraduate) courses to provide proof of English skills along with their application. There is no requirement for official or verified documentation, but non-native speakers of English must show language skills commensurate to those required in course description(s).

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>

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>

- <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>

[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]

S STOCKHO01: Exchange students are expected to enrol in full-time studies and complete all course requirements in order to obtain credit upon completion of their exchange. A full semester course load at Stockholm University is comprised of 30 HP, which equals 30 ECTS. A full academic year is 60 HP or ECTS.

S STOCKHO01: Students and staff with disabilities are welcome to Stockholm University. Arrangements for the exchange have to be agreed on before nomination. The sending institution is responsible for covering all extra costs (if any) in connection with the exchange. www.su.se/english/study/student-services/studying-with-a-disability

F. Calendar

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

Receiving institution [Erasmus code]	Autumn term, or full Spring term year	
I UDINE01	15 May (nomination letter)	30 September (nomination letter)
S STOCKH01	<i>Semester 1 and full year: Nominations: 15 March Applications: 1 April</i>	<i>Semester 2: Nominations: 15 September Applications: 1 October</i>

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.).

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

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.

S STOCKHO01: 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. Transcripts of Records are not automatically sent to students, but need to be requested from the Department Administration.

Transcripts can be downloaded by the student from <https://minastudier.su.se/> and validated online by the home institution at: <https://minastudier.su.se/checkCertificate/index>

6. Termination or modification of the agreement:

Termination of the Agreement or changes in the data set above should be made by written notification before January 1st for the following academic 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

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
S STOCKH01	www.su.se/english/study/courses/educational-system/grading-system-1.249

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
S STOCKH01		Migration Board: http://www.migrationsverket.se http://www.su.se/english/study/application-admissions/visa-information

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 the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.

S STOCKH001

Student insurance: <http://www.su.se/english/study/student-services/insurance>

For visiting staff: www.su.se/english/staff-info/new-employee/living-in-sweden/insurance-for-researchers-1.316





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
S STOCKH01		http://www.su.se/english/study/student-services/housing-for-exchange-students

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	January 2015		
S STOCKH001	Dr. John Sundholm Head of Department	5/1 2015		

⁷ Scanned signatures are accepted