



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2019/2020-2020/21² 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+ 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	<u>Claudia.schileo@uniud.it</u> outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221 International Student Service <u>iss@uniud.it</u> incoming exchange mobility fax +39-0432-556496 phone +39-0432- 556218/556497 Academic contact: Prof. Francesco Pitassio Phone: +39-0432-556622 Fax: +39-0432-556622 Mail: <u>francesco.pitassio@uniud.it</u>	<u>https://www.uniud.it/en/uniud-international/incoming-exchange-students</u> general course catalogue: <u>https://www.uniud.it/en/education/offer</u> courses held in english: <u>https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-</u>

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.

			and-other-languages/courses
UNIVERSITE TOULOUSE – JEAN JAURES Department of Arts&Communication	F TOULOUS02	Erasmus Administrator: Sandra Da Silva Teixeira International Office sandra.da-silva-teixeira@univ-tlse2.fr europa@univ-tlse2.fr Tel.: + 335 61 50 4495 Institutional Coordinator: Mélanie Le-Bihan : melanie.le-bihan@univ-tlse2.fr International Office : Relations Internationales, 5 allées Antonio Machado, 31058 Toulouse, France Tel: +33 5 61 50 45 99 Fax: +33 5 61 50 35 20 Academic coordinator: Flore Garcin-Marrou: fgm@univ-tlse2.fr	http://www.univ-tlse2.fr/ http://www.univ-tlse2.fr/accueil/international/catalogue-des-cours-312312.kjsp?RH=1323165007559

B. Mobility numbers⁵ per 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 st , 2 nd or 3 rd] *	Number of student mobility periods Student Mobility for Studies [total number of months of the study periods or average duration*]	SMT
F TOULOUS02	I UDINE01	021	Arts	1 st 2 nd	2x9 (18 months)	
I UDINE01	F TOULOUS02	021	Arts	1 st 2 nd	1x9 (1 st cycle) 1x6 (2 nd cycle) (15 months)	

[*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.]

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 (STA) <i>[total number of days of teaching periods or average duration *]</i>	Number of staff mobility periods Staff Mobility for Training (STT)
F TOULOUS02	I UDINE01	021	Arts	1 x 1 week (8 teaching hours per week)	
I UDINE01	F TOULOUS02	021	Arts	1 x 1 week (8 teaching hours per week)	

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 ⁶	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
FTOULOUS02	ARTS	French	English	B1 no certificate is required	B2
I UDINE01	ARTS	Italian	English	B1 No certificate is required	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

F TOULOUS02

Information for disabled students

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>

Accessibility: Elevators exist in most of the buildings.

Accommodation: contact Sandra Da Silva Teixeira: europa@univ-tlse2.fr

Learning support: lendable braille typewriter, braille terminal, LARAN Sandrine
atelier-braille@univ-tlse2.fr or sandrine.laran@univ-tlse2.fr

Assessments: extra time in examinations and similar compensations are possible
Contact Office: DIVE - BELTRAN Bernadette beltran@univ-tlse2.fr

I UDINE01

At the University of Udine:

The original transcript of records (no carbon copy is accepted) with the exams done by Italian exchange students can be given or sent directly to them OR to the International Relations and Mobility Office of I UDINE01.

The Learning Agreement and any changes made to the original Learning Agreement have to be given to the Italian student who will submit them to the approval of the academic coordinator.

Incoming Erasmus students/partner universities can check the information about extension of the study period and changes to the original Learning Agreement on the website of I UDINE01:

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

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
FTOULOUS02	May 31 st	October 31 st
I UDINE01	15 May (nomination)	30 September (nomination)

[to be adapted in case of a trimester system*

2. The receiving institution will send its decision within [4] 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]*

- **I UDINE01** will send a detailed Erasmus nomination list by e-mail. I UDINE01 cannot guarantee any other nomination modality.

- Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). **I UDINE01** cannot guarantee the acceptance of any other nomination modality by partner Universities (such as online nominations etc...).

- **I UDINE01** will send the letter of acceptance and information package within 8 weeks from reception of the nomination letter.

- Erasmus incoming students at **I UDINE01** have to collect the Transcript of Records before leaving Udine. Should they fail to do so, the Transcript of Records will be issued and sent directly to the students' personal address by I UDINE01 within 5 weeks.

4. Termination of the agreement

In the event of unilateral termination of the agreement, a notice of at least one academic year should be given. This means that 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. "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F. Information

1. Grading systems of the institutions

F TOULOUS02

The grading scheme at Université Toulouse Jean Jaurès is based on a scheme from 0 to 20. The average grade is 10 out of 20.

Bachelors' students

National Grade	ECTS Grade Licence	Definition	Percentage
14,36/20 or above	A	EXCELLENT	10%
12,51 - 14,35/20	B	VERY GOOD	25%
11,02 - 12,50/20	C	GOOD	30%
10,16 - 11,01/20	D	SATISFACTORY	25%
10,00 - 10,15/20	E	SUFFICIENT	10%
Grade < 10	F	FAIL	-

Masters' students

National Grade	ECTS Grade Master	Definition	Percentage
15,93/20 or above	A	EXCELLENT	10%
14,53 - 15,92/20	B	VERY GOOD	25%
13,34 - 14,52/20	C	GOOD	30%
11,68 - 13,33/20	D	SATISFACTORY	25%
10,00 - 11,67/20	E	SUFFICIENT	10%
Grade < 10	F	FAIL	-

[Erasmus code]	WEB PAGE
I UDINE01	https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects

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

FTOULOUS02	europa@univ-tlse2.fr elodie.cavaille@univ-tlse2.fr	http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559
I UDINE01		https://www.uniud.it/en/uniud-international/incoming-exchange-students

3. Insurance

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 TOULOUS02	europa@univ-tlse2.fr	http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559
I UDINE01		<p>At the University of Udine: Non-EU students must subscribe a private insurance in order to obtain a VISA for the study period.</p> <p>EU students can ask their home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.</p>

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
F TOULOUS02	europa@univ-tlse2.fr sandra.da-silva-teixeira@univ-tlse2.fr	http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559
I UDINE01		https://www.uniud.it/en/uniud-international/incoming-exchange-students

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
F TOULOUS02	Vice-President for International Relations Jean-Marc OLIVIER <i>Richard Laguerie</i>	16.02.18	<i>[Signature]</i>
I UDINE01	Vice Rector for Erasmus+Studio Mobility prof. Rossana Vermiglio		<i>[Signature]</i>



⁷ Scanned signatures are accepted