



Erasmus+ Programme

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

Inter-institutional¹ agreement 2017/2018-2020/21² 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 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 Departmental coordinator: prof. ALESSANDRA FERRARO alessandra.ferraro@uniud.it	http://www.uniud.it/international-area/incoming-mobility general course catalogue: https://next.uniud.it/it/didattica courses held in english: http://www.uniud.it/international-area
UNIVERSITE TOULOUSE – JEAN JAURES Modern Languages Department	F TOULOUS02	Erasmus Administrator : Yves Depigny International Office yves.depigny@univ-tlse2.fr or erasmus@univ-tlse2.fr	http://www.univ-

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.

		Tel.: 05 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 Departemental coordinator : Hélène Beauchamp : helene.beauchamp@univ-tlse2.fr	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	023	Languages	1 st and 2 nd	3 x 6 months	
I UDINE01	F TOULOUS02	023	Languages	1 st and 2 nd	3 x 6 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.]

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) [total number of days of teaching periods or average duration *]	Number of staff mobility periods Staff Mobility for Training (STT)
F TOULOUS02	I UDINE01	023	Languages	7 days	
I UDINE01	F TOULOUS02	023	Languages	7 days	

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. 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]
FTOULOUS02	IUDINE01	French		B1 no certificate is required	B2
IUDINE01	FTOULOUS02	Italian	French	B1 no certificate is required	

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

Accessibility: Elevators exist in most of the buildings.

Accommodation: contact Yves Depigny: yves.depigny@univ-tlse2.fr

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

Assessments: extra time in examinations and similar compensations are possible

Contact Office: DIVE (BELTRAN Bernadette beltran@univ-tlse2.fr)

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>

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.

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:

- <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>

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 th	October 31 th
I UDINE01	15 May (nomination)	30 September (nomination)

[* to be adapted in case of a trimester system

- **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.

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

Notes UT2J	Mention UT2J	Pourcentage d'étudiants qui devraient obtenir la note	Note ECTS	Définition de la note ECTS
≥ 16/20	Très bien TB	3 %	A	Excellent

≥ 15/20	Bien B	3 %	A	Excellent
≥ 14/20	Bien B	6 %	B	Très bien
≥ 13/20	Assez bien AB	8%	B	Très bien
≥ 12/20	Assez bien AB	20 %	C	Bien
≥ 11/20	Passable P	40 %	D	Satisfaisant
≥ 10/20	Passable P	20 %	D	Passable
< 10/20	Echec E		F /FX	Insuffisant

[Erasmus code]	WEB PAGE
I UDINE01	http://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/outgoing-mobility/ects-e-la-distribuzione-statistica-dei-voti

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		http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng

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 can provide personally to get a private insurance in order to obtain the VISA for the study period.</p> <p>Eu students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.</p>

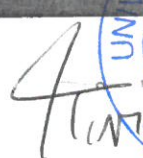
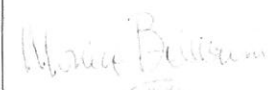
4. Housing

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	yves.depigny@univ-tlse2.fr europa@univ-tlse2.fr	http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
F TOULOUS02	Vice-Président for International Relations Jean-Marc OLIVIER	10/01/17	
I UDINE01	Vice Rector for International Mobility prof. M. Ballerini	12/10/16	



⁷ Scanned signatures are accepted