



European Commission



University of Udine



Erasmus + Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2017-2021²

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 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 | http://www.uniud.it/inter-national-area/incoming-mobility general course catalogue: https://next.uniud.it/it/didattica courses held in english: http://www.uniud.it/inter-national-area |
| | I UDINE01 | Academic contact: Prof. Dr. Elena Polledri DILL-Dipartimento di Lingue e Letterature Straniere, Comunicazione, Formazione e Società Via Mantica, 3 33100 Udine Elena.Polledri@uniud.it | English version https://www.uniud.it/en/education/offer/courses/humanistic-teacher-training-area/modern-languages |

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.

| | | | |
|--|-----------------------------|--|--|
| Philipps-Universität Marburg Biegenstr. 10, 35032 Marburg Germany | D MARBURGO1 999848938 | International Office Christina Bohle Head of European Office // Erasmus+ Institutional Coordinator Deutschhausstr. 11+13 35032 Marburg erasmus@uni-marburg.de Academic contact Dr. Christiane Rokitzki Institut für Romanische Philologie, Wilhelm-Röpke Str. 6D 35032 Marburg christiane.rokitzki@staff.uni- marburg.de | University partner web http://www.uni-marburg.de/international http://www.uni-marburg.de/fb10/romanistik/studium/studiengaenge |
|--|-----------------------------|--|--|

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 undergra- duate] | Study cycle [2 nd cycle or postgrad- uate] | Study cycle [phd or doctoral cycle] | Number of students | Duration of stay for each student [number of months] |
|--|--|--|---|--|---|-----------------------|---|
| I UDINE01 | D MARBURGO 1 | 222 Languages and philological sciences | X | 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>)

| | | | | | | | |
|----------------|--------------|---|---|---|---|---|---|
| | | | | | | | |
| D MARBURG01 | I UDINE01 | 222 Languages and philological sciences | X | X | X | 2 | 6 |

C. Teaching Staff Mobility per academic year

| 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 | Average duration in weeks (minimum of teaching hours required: 8) |
| I UDINE01 | D MARBURG 01 | 222 | Languages and philological Sciences | 1 | 2 |
| D MARBURG01 | I UDINE01 | 222 | Languages and philological Sciences | 1 | 2 |

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 instruc- tion 1 | Language of instruc- tion 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 | German, English | Italian B 2 | To be defined |
| D MARBURG01 | | German | Other, if applicable to areas of studies: German, | German B1 | To be defined |

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>

| | | | | | |
|--|--|--|------------------------------------|--|--|
| | | | French, Spanish | | |
| | | | English, Portuguese, Catalan | | |

-**At the University of Udine:** Courses held in english can be offered within some study courses. The student can check the list on our web-site: <https://next.uniud.it/it/international-area>

E. Additional requirements

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>

[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]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

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) | 30 September (nomination) |
| D MARBURG01 * | October – February 1 July for nomination 15 July for application | March – July 15. Dec. (previous year) for nomination 15 January for application |

- 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.

Termination or modification of the agreement:

A unilateral decision to discontinue or to change the exchanges notified to the other party by September 20/./ will only take effect from the October of the following new academic year.

G. Information

1. Grading systems of the institutions

The link to our webpage is

| [Erasmus code] | WEB PAGE |
|--------------------|---|
| I UDINE01 | http://www.uniud.it/it/didattica/area-servizi-studenti/servizi-studenti/outgoing-mobility/ects-e-la-distribuzione-statistica-del-voti |
| D MARBURG01 | See annex* |

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 MARBURG01 | erasmus@uni-marburg.de | http://www.uni-marburg.de/international/dat/orientierungsheft.pdf see annex* |

3. Insurance

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.

Eu students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.

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.unlud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng |
| D MARBURG01 | erasmus@uni-marburg.de | https://www.uni-marburg.de/international-en/incoming/stud/prac/hous?set_language=en see annex* |

* Additional information on the Philipps-Universität Marburg (D MARBURG01) can be found in the appendices. The appendices are therefore part of the Inter-Institutional Agreement.

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁷ | stamp |
|-------------------------------|---|------------|-------------------------|---|
| I UDINE01 | Vice Rector for International Mobility prof. M. Ballerini | 26.01.17 | <i>Monica Ballerini</i> |  |
| D MARBURG01 | Christina Bohle Head of European Office Erasmus+ Institutional Coordinator | 19.01.2017 | <i>Ch. Bohle</i> |  |

⁷ Scanned signatures are accepted

**APPENDIX A (D MARBURG01) to
INTER-INSTITUTIONAL AGREEMENT for the academic year(s) 2014/15 – 2016/17
Erasmus+ Programme: Key Action 1 – Higher Education Student and Staff Mobility**

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|---|
| PHILIPPS-UNIVERSITÄT MARBURG (D MARBURG01) |
| Christina Bohle ERASMUS Institutional Coordinator, Deutschhausstr. 11+13, D-35032 Marburg ph.: +49 (0)6421 2826226; Fax.: +49 (0)6421 2826227; e-mail: erasmus@uni-marburg.de |
| Homepage: http://www.uni-marburg.de/ Course catalogue: http://www.uni-marburg.de/international/erasmus/vorlesung International Office: http://www.uni-marburg.de/international |

Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates to help them acquire the recommended language skills by the start of the study or teaching period.

As a rule, the language of instruction is the institution's official language and/or English. This applies to both the sending and receiving institution.

The Philipps-Universität Marburg recommends a minimum level of B1, as defined by the Common European Framework of Reference for Languages (CEFR), in the language of instruction. A level of B2 is advisable. In philology courses the language of instruction is often the language of the region studied.

Language requirements for individual faculties or areas of study that differ from this general recommendation are specified in the Inter-institutional agreement.

The course catalogue provides more information on the language of instruction at <http://www.uni-marburg.de/international/erasmus/vorlesung>

Additional information / requirements

At Philipps-Universität Marburg (D MARBURG01), intensive language courses are offered before each semester; orientation weeks for Incoming students are held twice before each semester (before and after the language courses).

Philipps-Universität Marburg (D MARBURG01) has infrastructures to host students and staff with disabilities (accommodation, classroom access, etc.), though not all university buildings are barrier-free. Depending on the nature of the disability, the city infrastructure may not be adequate. We would advise to contact the International Office at erasmus@uni-marburg.de as early as possible before the intended stay in order to inform the student/staff of all relevant details and organize any additional services in time for the mobility.

Calendar

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

| Receiving institution | Autumn term | Spring term |
|-----------------------|-----------------------|--------------------------|
| D MARBURG01 | July 15 th | January 15 th |

2. The Philipps-Universität Marburg will normally send its decision within 2 weeks. Please be aware that some subject areas may need more time for the decision.
3. A Transcript of Records will be issued by Philipps-Universität Marburg no later than 4 weeks after the assessment period has finished, depending on the completion of the course list by the Incoming student. The assessment period finishes at the end of the semester, i.e. March 31 for Winter term, September 30 for Summer term.

General information

General information for incoming students can be found in our *Orientation Brochure for Incoming Students* at <http://www.uni-marburg.de/international/dat/orientierungsheft.pdf>.

1. Grading system

Information about the grading system of the Philipps-Universität Marburg can be found at: <http://www.uni-marburg.de/iusp/bilderunddownloads/gradingsystem.pdf>

Information on ECTS system and the academic curriculum can be found at: <http://www.uni-marburg.de/studium/res/ects>

2. Visas

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing mobility participants, in accordance with the requirements of the Erasmus Charter for Higher Education.

Information on visa requirements can be found at

<http://www.uni-marburg.de/international/dat/orientierungsheft.pdf>

Further information and assistance will be provided by erasmus@uni-marburg.de.

3. Insurance

The sending and receiving institutions will provide incoming and outgoing mobility participants assistance in obtaining insurance, in accordance with the requirements of the Erasmus Charter for Higher Education. The receiving institution will inform mobility participants of cases in which insurance coverage is not automatically provided.

Further information can be found at <http://www.uni-marburg.de/international/dat/orientierungsheft.pdf> or will be provided by erasmus@uni-marburg.de.

4. Housing

The receiving institution will provide incoming mobility participants with information on finding accommodation, in accordance with the requirements of the Erasmus Charter for Higher Education.

Further information can be found at <http://www.uni-marburg.de/international/aus/stud/info/unterk> or at <http://www.studentenwerk-marburg.de/wohnen> or will be provided by erasmus@uni-marburg.de.

KEY DATA

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|--|---|
| Full legal name of institution | Philipps-Universität Marburg |
| ERASMUS ID code | D MARBURG01 |
| PIC (Participant Identification Code) Institution number (for export to the Mobility-Tool+) | 999848938 001829-ORG-00001 |
| Mailing Address | Philipps-Universität Marburg International Office - European Office (Referat für Europäische Bildungsprogramme) Deutschhausstraße 11+13 D-35037 Marburg |
| LLP/ERASMUS Institutional Co-ordinator Head of European Office Programme management, Bilateral Agreements, Teaching staff mobility, Staff training | Christina Bohle Tel: +49 (0) 6421 28 26226 Fax: +49 (0) 6421 28 26227 E-mail: erasmus@uni-marburg.de |
| LLP/ERASMUS Mobility Officer Student mobility (Outgoing, Incoming) | Binja Homann Tel: +49 (0) 6421 28 26236 Fax: +49 (0) 6421 28 26077 E-mail: homann@verwaltung.uni-marburg.de |

| | |
|--|--|
| Semester/Term Dates (lecture time): Autumn: mid-October – end of February Spring: mid-April – end of July | Application deadlines: Autumn semester: July 15 th Spring semester: January 15 th |
| Information for incoming ERASMUS students http://www.uni-marburg.de/international-en/incoming/fr_abr_students/austauschstud-en/erasmus/service → Information brochure for Incoming students → Information on language courses and accommodation → Registration for the Orientation Program | |
| Online application (ONLY!): http://www.uni-marburg.de/international-en/incoming/stud/exch_prog/erasmus/online_application Application for: → LLP/ERASMUS-Exchange → Accommodation (if students apply within the deadlines, accommodation is guaranteed for exchange students) → Pre-semester Language Course (dates: September/ March ; costs: 150 Euro for ERASMUS students) | |
| University Course Catalogue: https://qis.verwaltung.uni-marburg.de/ | |
| Institutional Homepage: http://www.uni-marburg.de | |
| Departmental coordinators: http://www.uni-marburg.de/international/depcoord → Contact information → Direct links to the departmental websites | |

Faculties and Departmental Coordinators

| | | |
|------|---|---|
| 01 | Rechtswissenschaften (Faculty of Law) | Frau Dr. Petra Zrenner → petra.zrenner@staff.uni-marburg.de |
| 02 | Wirtschaftswissenschaften (Faculty of Business Administration and Economics) | Herr Prof. Dr. Paul Alpar → alpar@wiwi.uni-marburg.de |
| 03 | Gesellschaftswissenschaften und Philosophie (Faculty of Social Sciences and Philosophy) | Frau Ina Drescher-Bonny → ina.drescherbonny@staff.uni-marburg.de |
| 04 | Psychologie (Faculty of Psychology) | Frau Dr. Anna Thorwart → erasmus4@uni-marburg.de |
| 05 | Evangelische Theologie (Faculty of Protestant Theology) | Herr Prof. Dr. Christl Maier → erasmus05@uni-marburg.de |
| 06 | Geschichte und Kulturwissenschaft (Faculty of History and Cultural Studies) | Herr apl. Prof. Dr. Eckhard Meyer Zwiffelhofer → eckhard.meyer-zwiffelhofer@uni-marburg.de |
| 09 | Germanistik und Kunstwissenschaft (Faculty of German Studies and History of the Arts) | Frau Eva Sourjikova → eva.sourjikova@staff.uni-marburg.de |
| 10 | Fremdsprachliche Philologien (Faculty of Foreign Languages and Cultures) | |
| | Anglistik und Amerikanistik (Department of Anglophone and American Studies) | Herr Malte S. Unterweg → iaasokra@staff.uni-marburg.de |
| | Romanistik (Department of Romance Philology) | Frau Christiane Rokitzki → erasfb10@staff.uni-marburg.de |
| | Klassische Philologie (Department of Classical Philology) | Herr Prof. Dr. Gregor Vogt-Spira → gregor.vogtspira@staff.uni-marburg.de |
| | Vergl. Sprachwissenschaft und Keltologie (Department of Comparative Linguistics and Celtic Studies) | Herr Prof. Dr. Erich Poppe → poppe@staff.uni-marburg.de |
| 12 | Mathematik und Informatik (Faculty of Mathematics and Computer Science) | Herr Prof. Dr. Volkmar Welker → welker@mathematik.uni-marburg.de |
| 13 | Physik (Faculty of Physics) | Herr Prof. Dr. Reinhard Noack → reinhard.noack@physik.uni-marburg.de |
| 15 | Chemie (Faculty of Chemistry) | Frau Ina Johanna Pinnschmidt → pinnschm@chemie.uni-marburg.de |
| 16 | Pharmazie (Faculty of Pharmacy) | |
| | Finnland, Spain, Czech Republic | Frau Gabriele Lins (Erstkontakt) → dekanat.pharmazie@staff.uni-marburg.de |
| | France | Herr Prof. Dr. Carsten Culmsee → culmsee@staff.uni-marburg.de |
| | United Kingdom | Herr Prof. Dr. Udo Bakowski → bakowsky@staff.uni-marburg.de |
| 17 | Biologie (Faculty of Biology) | Dr. Kathrin Schuster → ka.schuster@biologie.uni-marburg.de |
| 19 | Geographie (Faculty of Geography) | Prof. Dr. Thomas Nauß → nauss@geo.uni-marburg.de |
| 20 | Humanmedizin (Faculty of Medicine) | Prof. Dr. Frank Czubayko → czubayko@staff.uni-marburg.de Frau Leonie Horst (Incoming) → leonie.horst@staff.uni-marburg.de Frau Dr. Renate Hochscheid (Outgoing) → hochsche@staff.uni-marburg.de |
| 21 | Erziehungswissenschaften (Faculty of Education) | |
| | Erziehungswissenschaften (Department of Education) | Frau Daniela Linke → daniela.linke@staff.uni-marburg.de |
| | Sportwissenschaft (Department of Sports Science) | Herr Martin Lindner → martin.lindner@staff.uni-marburg.de |
| CNMS | Centrum für Nah- und Mittelost-Studien Center for Near and Middle Eastern Studies | Dr. Pierre Hecker → pierre.hecker@staff.uni-marburg.de |
| ZfL | Zentrum für Lehrerbildung (Centre for Teacher Training) | Herr Martin Lüdecke → luedecke@staff.uni-marburg.de |