



# Erasmus+ Programme

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

### Inter-institutional agreement 2019-2021 between programme countries

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. Please note that Julius-Maximilians-Universität Würzburg publishes inter-institutional agreements on <https://go.uniwue.de/3udxe>.

#### A. Information about higher education institutions

<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	<b>Erasmus code</b>	<b>Contact details</b> (email, phone)	<b>Website</b> (eg. of the course catalogue)
<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01  PIC-Number 999899281	<a href="mailto:Claudia.schileo@uniud.it">Claudia.schileo@uniud.it</a> outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221  International Student Service <a href="mailto:iss@uniud.it">iss@uniud.it</a> incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497  Departmental coordinator: prof. Elena Polledri	<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</a>  general course catalogue: <a href="https://www.uniud.it/en/education/offer">https://www.uniud.it/en/education/offer</a>  courses held in english: <a href="https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses">https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses</a>

		Elena.poledri@uniud.it	
Julius-Maximilians-Universität Würzburg	D WURZBUR01	<b>Departmental coordinator:</b> Dr. Sabine Krämer-Neubert Lehrstuhl für Deutsche Sprachwissenschaft, Am Hubland, 97074 Würzburg, Germany Tel: +49 931 3185619 E-mail: <a href="mailto:sabine.kraemer-neubert@uni-wuerzburg.de">sabine.kraemer-neubert@uni-wuerzburg.de</a> <b>Institutional Coordinator:</b> Ms Katharina BRANZ International Students Office, Sanderring 2, 97070 Würzburg, Germany; Tel. +49 931 318 4855 Fax +49 931 318 2603 E-mail: <a href="mailto:international@uni-wuerzburg.de">international@uni-wuerzburg.de</a>	General University Page: <a href="https://www.uni-wuerzburg.de/">https://www.uni-wuerzburg.de/</a> For exchange Students: <a href="https://go.uniwue.de/s3rd7">https://go.uniwue.de/s3rd7</a> Course Catalogue: <a href="https://go.uniwue.de/6p8ws">https://go.uniwue.de/6p8ws</a>

## B. Mobility numbers 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 November 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
I UDINE01	D WURZBUR01	023	Languages	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2x10 months [=20]	No/only by individual agreement
D WURZBUR01	I UDINE01	023	Languages	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2x10 months [=20]	No/only by individual agreement

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
I UDINE01	D WURZBUR01	023	Languages	Min 2 days	
D WURZBUR01	I UDINE01	023	Languages	Min 2 days	

### C. Recommended language skills Partneruniversity

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	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
I UDINE01	all	Italian	German	B2 (no certificate required)	B2 (no certificate required)
D WURZBUR01	all	English	German	See table below	B2 (no certificate required)

### C. Recommended language skills University of Würzburg

Receiving institution	Department (Subject area: all degree programs in that area!)	Language of instruction 1	Language of instruction 2	Obligatory minimum language competence
				Student Mobility for Studies
D WURZBUR01	<b>Please find below the subject/s for this agreement in red colour! Most subjects are summarised as "all other subjects". No certificates required for admission.</b>			
	American Studies	English	German	B1 English
	Ancient Languages and Cultures, Prehistory	German	English	A2 German or B1 English (in accordance with language of instruction of the chosen course)
	Classical Archaeology	German		A2 German
	Biosciences	German	English	Bachelor Level: B1 German Other: B1 (in accordance with language of instruction of the chosen course)
	Biochemistry Bachelor	German		B2/C1
	Biochemistry Master	English		B2/C1
	Chemistry Bachelor	German		B1 German
	Chemistry Master	German	English	B2 (in accordance with language of instruction of the chosen course)
	Chinese Studies	German	English/Chinese	B1 (in accordance with language of instruction of the chosen course)
	Collections, Provenance and Cultural Heritage	German		B1 German
	Digital Humanities	German		B2 German
	English Linguistics, Literature and Cultural Studies	English	German	B1 English
	European Ethnology	German		B1 German
	Food Chemistry	German	English	B1 (in accordance with language of instruction of the chosen course)
Germanistik/ German Studies, Language and Literature	German		B2 German	

	Geography	German	English	B1 (in accordance with language of instruction of the chosen course)
	History	German	English	A2 (in accordance with language of instruction of the chosen course)
	History of Art	German		German A2 and English B1 (or alternatively at least B1 German)
	Informatics/ICT	German	English	A2 in English or German
	Media Communication	German		B1 German
	Medicine	German		B2 German
	Museology/Museum Studies	German		B1 German
	Pharmacy	German	English	A2 German and B1 English (or alternatively at least B1 German)
	Philosophy and Ethics	German		A2 German
	Physics	German (Bachelor Level) English (Master Level)		Sufficient knowledge (B2 level recommended (no proof required) in the language of the chosen course)
	Romance Languages and Literatures	Italian, Spanish or French		A2 (in accordance with language of instruction of the chosen course)
	Russian Language and Culture	German	Russian	B1 German
	All other departments	German	English	If ECTS-Points are needed a minimum of B1 is recommended.  No certificate required for admission

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

### D WURZBUR01:

**Preparatory classes** are offered in many fields of study before the terms starts. Exchange students are welcome and participation is recommended especially for students in the first two years of their Bachelor studies.

**A tutor program** is offered for all international students for having a better start with all practical issues like opening a bank account, registrations procedures etc. ;

<https://go.uniwue.de/3ejhd>

Tutors can also be contacted in order to get keys for booked rooms on weekends when the Studentenwerk Housing might be closed.

**German Language courses:** International students are asked to participate in the intensive courses before their studies in Würzburg start. The courses are free of charge and are offered four weeks in September and in March before the semester starts. All exchange students are welcome to participate but participation is not mandatory.

The University of Würzburg welcomes students and staff with **disabilities** and provides an information and assistance center. Learn more at <https://go.uniwue.de/baifu>

Contact person: Mrs Sandra Mölter, Universität Würzburg, KIS, Am Hubland, 97070 Würzburg. Tel.: 0931/31-84052, Email: [kis@uni-wuerzburg.de](mailto:kis@uni-wuerzburg.de)

### **Partneruniversity:**

#### **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:

<b>Receiving institution</b> [Erasmus code]	<b>Autumn term*</b> [month]	<b>Spring term*</b> [month]
D WURZBUR01	<p>Nomination: 30<sup>th</sup> April</p> <p>Application: 15<sup>th</sup> June</p> <p>Later nominations and applications can be accepted. In case of late applications housing can not be guaranteed.</p> <p><b>Third-country nationals (Non-EU-Citizens, Non-EFTA-Citizens) must always apply within the</b></p>	<p>Nomination: 30<sup>th</sup> November</p> <p>Application: 15<sup>th</sup> January</p> <p>Later nominations and applications can be accepted. In case of late applications housing can not be guaranteed.</p> <p><b>Third-country nationals (Non-EU-Citizens, Non-EFTA-Citizens) must always apply within the</b></p>

	<b>deadlines due to immigration regulations.</b>	<b>deadlines due to immigration regulations.</b>
I UDINE01	15 May (nomination)	30 September (nomination)

2. The receiving institution will send its decision within 6 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]*
4. 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**

#### **D WURZBUR01:**

Student performances are graded individually and not on a statistical basis. Besides, the distribution of student grades is not published. In general, the University of Würzburg uses the grading system charted below. Alternatively, departments may evaluate student performance by using the "pass" / "fail" distinction. For details please visit our webpage <https://go.uniwue.de/mk69t>

<b>Würzburg Grade</b>	<b>Meaning</b>
<b>1,0-1,3</b>	"excellent"
<b>1,7-2,3</b>	"good"
<b>2,7-3,3</b>	"satisfactory"
<b>3,7-4,0</b>	"sufficient"
<b>From 4,1</b>	"failed"

Please note that the faculty of law uses a 1-18 grade system in case students want to take courses at that faculty:

Grades at faculty of law:
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excellent - outstanding performance with only minor errors	12 - 18 Punkte
very good - above the average standard but with some errors	9 - 11 Punkte
good - generally sound work with a number of notable errors	7 und 8 Punkte
satisfactory - fair but with significant shortcomings	5 und 6 Punkte
sufficient - performance meets the minimum criteria	4 Punkte
fail - some more work required before the credit can be awarded	1 - 3 Punkte
fail: considerable further work is required	0 Punkte

**Partneruniversity:**

[Erasmus code]	WEB PAGE
<b>I UDINE01</b>	<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects">https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects</a>

**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
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT – Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> – Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE – Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> – Tel.: +49 931 318 8604	Only necessary for Non-EU-citizens/Non-EFTA students!  <a href="https://go.uniwue.de/qead2">https://go.uniwue.de/qead2</a>  Please note: Schengen-VISA are not sufficient for studying in Germany! Do never come with a tourist VISA – students entering Germany with a tourist VISA will have to leave the country!
I UDINE01	ISS@uniud.it	<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</a>

**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
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> Tel.: +49 931 318 8604	<a href="https://go.uniwue.de/6ojza">https://go.uniwue.de/6ojza</a>
I UDINE01	ISS@uniud.it	<p><b><i>At the University of Udine:</i></b> 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



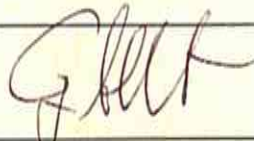

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> Tel.: +49 931 318 8604	<a href="https://go.uniwue.de/t1s8h">https://go.uniwue.de/t1s8h</a>  Please apply for housing as soon as possible. Housing in a student residence is guaranteed until 15 <sup>th</sup> June for winter term and 15 <sup>th</sup> January for summer term. Students must also pay the deposit by the deadline in order to guarantee the room. Students should apply without waiting for the acceptance letter of the University
I UDINE01	ISS@uniud.it	<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</a>

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**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>1</sup>
D WURZBUR01	<b>Institutional Coordinator:</b> Ms. Katharina BRANZ International Office, Josef- Martin-Weg 54, 97070 Würzburg, Germany; Tel. +49 931 318 4855, Fax +49 931 318 2603; E-mail: <a href="mailto:katharina.branz@uni-wuerzburg.de">katharina.branz@uni-wuerzburg.de</a>	09/10/2019	 
I UDINE01	Vice Rector for International Mobility prof. Giorgio Alberti	07/01/2020	 

<sup>1</sup> Scanned signatures are accepted