

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	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
Bangor University International Exchanges Office - IEC, Rathbone Hall, College Road, Bangor, Gwynedd, LL57 2DF	UK BANGOR01	Inst. Coordinator Andrew Griffith International Exchanges Officer +441248 388269 andrew.griffith@bangor.ac.uk	International Education Centre: www.bangor.ac.uk/international Course Catalogue: http://admint.bangor.ac.uk/gazonline/ Academic Calendar: www.bangor.ac.uk/ar/

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.

			main/calendar
	I UDINE01	Professor/departmental coordinator: Deborah SAIDERO deborah.saidero@uniud.it DILE - DIPARTIMENTO DI LINGUE E LETTERATURE STRANIERE	
Bangor University School of Modern Languages	UK BANGOR01	Dept. Coordinator Dr Laura Rorato +441248 382125 l.rorato@bangor.ac.uk	http://www.bangor.ac.uk/ml/

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 undergraduate]	Study cycle [2 nd cycle or postgraduate]	Study cycle [PhD or doctoral cycle]	Number of student	Duration of stay for each students [number of months]
I UDINE01	UK BANGOR01	222 Languages and Philological Sciences	X	X		4	4
UK BANGOR01	I UDINE01	222 Languages and Philological Sciences	X	X		4	4

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 I]	Subject area name*	Number of staff mobility periods	
				Staff Mobility for Teaching	Average duration in weeks (minimum of teaching hours required: 8)
I UDINE01	UK BANGOR01	222	Languages and Philological Sciences	TBC	1 x 1 week
UK BANGOR01	I UDINE01	222	Languages and Philological Sciences	TBC	1 x 1 week

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. 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		English		B2 (English)	
UK BANGOR01		English	Italian	A minimum of B2 recommended. For students requiring a visa, please see: http://www.bangor.ac.uk/international/future/englishlanguage	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>

E. Additional requirements

I UDINE01

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>

UK BANGOR01

Support is offered to students with a special need or disability: www.bangor.ac.uk/student-services/. Nominated students are encouraged to disclose additional support needs (physical disabilities, medical conditions or learning differences) for assessment and consideration.

[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 letter)	30 September (nomination letter)
UK BANGOR01	June	October

I UDINE01

1. 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.).
2. 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.).
3. The I UDINE01 will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.
4. 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.

UK BANGOR01

1. If a student wishes to undertake project/research work at Bangor University, this must be declared in the student's nomination. Students undertaking work placements at Bangor University will be registered as members of staff, not students.
2. Nominated students will be required to complete an application form to determine eligibility prior to acceptance. Students will be notified of our decision within 2 weeks of submitting their application form.
3. A Transcript of Records will be issued to the student within 5-6 weeks of the end of the academic year.
4. Students are required to sit exams during normal assessment periods unless the sending institution can confirm that they are unable to do so for legitimate academic reasons, e.g. overlapping semester dates. Students resident on campus who have exams outside of the residency dates specified on the tenancy agreement will be required to take alternative assessments. No alternative assessments will be provided to students on the basis of language competency or travel convenience unless resident outside of Europe.

5. With the exception of project/research work, Bangor University will only accept students for either one semester or one academic year according to our published academic calendar: www.bangor.ac.uk/ar/main/calendar.
6. Bangor University will arrange a Welcome Meeting for exchange and Erasmus students. Attendance at this meeting is compulsory for all incoming students.

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.

G. Information

1. Grading systems of the institutions

I UDINE01

The link to our webpage is: <http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng>

UK BANGOR01

70 per cent and over	I Honours
60 - 69	II(i) Honours
50 - 59	II(ii) Honours
40 - 49	III Honours
35 - 39	Pass Degree
0 - 34	Fail

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
UK BANGOR01	internationalsupport@bangor.ac.uk , +441248 382882	http://www.bangor.ac.uk/international/support/

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:

I UDINE01

Non EU students can provide personally to get a private insurance in order to obtain the insurance for the study period.

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

UK BANGOR01

Contact: erasmus@bangor.ac.uk, +441248 388156

Website: www.bangor.ac.uk/international/exchanges/incoming





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
UK BANGOR01	University Accommodation: +441248 382667, halls@bangor.ac.uk Private Accommodation: +441248 382034, studenthousing@bangor.ac.uk	http://www.bangor.ac.uk/accommodation/ *University accommodation is not guaranteed but all students are invited to apply www.bangor.ac.uk/student-services/studenthousing

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	11/12/13		
UK BANGOR01	International Exchanges Officer Andrew Griffith, International Exchanges Office - IEC, Rathbone Hall, College Road, Bangor, Gwynedd, LL57 2DF +441248 388269 andrew.griffith@bangor.ac.uk	09/12/13	 	

⁷ Scanned signatures are accepted