



European Commission



University of Udine

Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2016/2021

between programme countries

[Minimum requirements]²

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 ³ (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 | 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 | Homepage for Incoming Students: http://www.uniud.it/en/uniud-international/incoming-exchange-students General course catalogue: http://www.uniud.it/it/didattica/info-didattiche/guida-del-corso Courses held in English: http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses |

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

| | | | |
|--|--------------------|--|--|
| | I UDINE01 | Academic contact: prof. Pucillo C. Carlo.pucillo@uniud.it | |
| Universidad de Córdoba Avd. Medina Azahara, 5 14071 Córdoba SPAIN | E CORDOBA01 | Institutional Coordinator: Prof. Dr. Antonio Raigón Head of International Relations Office Tel.: +34 957212552 Fax: +34 957 212583 Email: relaciones-internacionales@uco.es Department Coordinator: Prof. Dr. Ignacio Jimena, Faculty of Medicine and Nursing , Departmental Coordinator, Universidad de Cordoba phone: +34 957 21 82 30 e-mail: rel.exterior@uco.es | http://www.uco.es/internacional/extranjeros/index.html http://www.uco.es/medicina/ |

B. Student Mobility numbers⁴ 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 undergr aduate] | Study cycle [2 nd cycle or postgradu ate] | Study cycle [phd or doctoral cycle] | Total number of student s | Duration of stay for each student [number of months] |
|--|--|--|--|---|---|--|---|
| I UDINE01 | E CORDOBA01 | 0912 Medicine | x | x | | 2 | 9 |
| E CORDOBA01 | I UDINE01 | 0912 Medicine | x | x | | 2 | 9 |

⁴ 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. 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 | E CORDOBA01 | 0912 | 0912 Medicine | 1 | 1 week |
| E CORDOBA01 | I UDINE01 | 0912 | 0912 Medicine | 1 | 1 week |

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 ⁵ | |
|--|---------------------------|--------------------------------------|-----------------------------------|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| I UDINE01 | 0912 Medicine | italian | english | English B1 | |
| E CORDOBA01 | 0912 Medicine | spanish | english | Spanish B1 English B2 | |

- ***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: <http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses>

⁵ 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>

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/en/uniud-international/incoming-exchange-students/during-your-stay/extension-of-the-study-period>

- <http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/changes-to-the-original-learning-agreement>

At the University of Cordoba:

Local mentors will help incoming students with practical issues like opening a bank account, registration procedures, etc.: tutoresmedyencordoba@gmail.com

Language courses: International students with knowledge of B1 Spanish or less are encouraged to participate in the intensive courses before their studies in Córdoba start.

The University of Córdoba welcomes students and staff with disabilities and provides an information and assistance center. Learn more at:

<http://www.uco.es/educacion/principal/servicios/uane/index.html>

[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) |
| E CORDOBA01 | June 30 th | December 31 st |

- **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.

UNIVERSITY OF CORDOBA:

2. After having received the paper application (printed online application) the letter of admission will be send within a max of 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.
4. Termination of the agreement

Either party may terminate this Agreement:

- (a) by giving to the other not less than one academic years' notice in writing;
- (b) with immediate effect by notice in writing if the other party commits a material breach (which may consist of a series of minor breaches) of the terms of this Agreement;
- (c) with immediate effect by notice in writing if the other party is subject to a change of control, becomes insolvent, is unable to pay its debts as and when due or otherwise ceases to exist.

If notice of termination has been given under this clause, the parties shall:

- (a) agree in writing a mechanism for ensuring that students are able to complete their studies at the Host Institution or other suitable institution;
- (b) agree in writing a timetable for the return of Visiting Members of Staff to their Home Institution;
- (c) cease to promote or market the inter-institutional agreement and not register any new students.

The parties shall attempt to resolve in good faith any dispute arising between them out of the operation of this Agreement. If the dispute cannot be resolved informally, it shall be referred to a senior post-holder within each institution.

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

The link to our webpage is

| [Erasmus code] | WEB PAGE |
|----------------|---|
| I UDINE01 | http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects |
| E CORDOBA01 | http://www.uco.es/internacional/extranjeros/erasmus/guiasects-en.html#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 |
|-------------------------------|--|---|
| I UDINE01 | | http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/right-to-stay-in-udine-no-eu-students |
| E CORDOBA01 | infoori@uco.es | http://www.uco.es/internacional/extranjeros/visados/tramitacionvisados-en.html |

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.

At the University of Cordoba:

<https://www.uco.es/servicios/sega/informaciongeneral/segu-comple>





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/en/uniud-international/incoming-exchange-students/pre-arrival-information/accommodation-in-udine |
| E CORDOBA01 | <p>A) Residence Hall: - phone number: (+34) 957 21 8152 - e-mail to: alojamiento@uco.es</p> <p>B) Shared Flats - phone number: (+34) 957 21 2403 - e-mail to: informacion@uco.es</p> <p>- Local mentors for international students give the necessary support to find accommodation. Please contact: tutoresmedyvenfcordoba@gmail.com</p> | <p>http://www.uco.es/servicios/alojamiento/</p> <p>http://www.uco.es/servicios/informacion/alojamiento/alojamiento.html</p> |

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁶ | stamp |
|-------------------------------|---|--------------|--|---|
| I UDINE01 | Vice Rector for Erasmus+ Mobility prof. M. Ballerini | 11/11/2015 |  |  |
| E CORDOBA01 | Prof. Dr. Antonio Raigón Head of International Relations Office Tel.: +34 957212552 Fax: +34 957 212583 Email: relaciones-internacionales@uco.es | 10 NOV. 2015 |  |  |

⁶ Scanned signatures are accepted