

European Commission



University of Udine

# Erasmus + Programme

## Key Action 1

– Mobility for learners and staff –  
Higher Education Student and Staff Mobility

## Inter-institutional<sup>1</sup> agreement 2014-2018<sup>2</sup>

between programme countries  
[Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (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	<p>Central level:</p> <p><a href="mailto:Claudia.schileo@uniud.it">Claudia.schileo@uniud.it</a> outgoing mobility &amp; Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221</p> <p>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</p>	<p><a href="http://www.uniud.it/international-area/incoming-mobility">http://www.uniud.it/international-area/incoming-mobility</a></p> <p>general course catalogue: <a href="http://www.uniud.it/didattica/facolta">http://www.uniud.it/didattica/facolta</a></p> <p>courses held in English: <a href="http://www.uniud.it/international-area">http://www.uniud.it/international-area</a></p>
		Professor/departmental	

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<b>coordinator:</b> Carlo Ennio Michele PUCILLO <a href="mailto:carlo.pucillo@uniud.it">carlo.pucillo@uniud.it</a> DSMB - DIPARTIMENTO DI SCIENZE MEDICHE E BIOLOGICHE	
Radboud University Nijmegen	NL NIJMEGE01	<b>Central level</b> Mr. Jos Brommer MSc, Institutional Erasmus coordinator, International Office, Radboud University, P.O. Box 9102, 6500 HC Nijmegen, Netherlands T: +31-24-3612053, F: +31-24- 3612757, <a href="mailto:erasmus@io.ru.nl">erasmus@io.ru.nl</a>	<a href="http://www.ru.nl/io/english">www.ru.nl/io/english</a>  (for course catalogue see "Information Guide for international Students, Staff and Guests")
		<b>Faculty level</b> Ms. drs. Cindy van Dijk, Erasmus coordinator Faculty of Medical Sciences Radboud University Nijmegen, P.O. Box 9101, 6500 HB Nijmegen, Netherlands Tel.: +31-24-3610286, fax: +31- 24-3541888, <a href="mailto:intoffice@iwoo.umcn.nl">intoffice@iwoo.umcn.nl</a>	

### B. Student Mobility numbers<sup>5</sup> 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 <sup>st</sup> cycle, or undergra duate ]	Study cycle [2 <sup>nd</sup> cycle or postgrad uate]	Study cycle [phd or doctoral cycle]	Number of student	Duration of stay for each students [number of months]
I UDINE01	NL NIJMEGE01	0912 (old code 720) Medical sciences	X	X		1	6
NL NIJMEGE01	I UDINE01	0912 (old code 720) Medical sciences	X	X		1	6

<sup>5</sup> 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: 5)
I UDINE01	NL NIJMEGE01	0912 (old code 720)	Medical sciences	1	1
NL NIJMEGE01	I UDINE01	0912 (old code 720)	Medical sciences	1	1

### 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01		Italian			
NL NIJMEGE01		Dutch	English	B2	C1

- 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:

University of Udine

<sup>6</sup> 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>

- 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>
  - <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>

NL NIJMEGE01:

Radboud University Nijmegen

- The receiving institution (RU) has the infrastructure to welcome students and staff with disabilities.
- The sending university will screen and select candidates for exchange studies in accordance with its applicable rules and regulations. The candidates of the contracting institutions will use the required application form of the receiving institution. The receiving institution will accept the candidates selected by the sending institution if mutually acceptable academic and/or professional qualifications and standards are met. However, the receiving university has the right to make the final decision on the admission of candidates nominated for exchange. Admission to a specific course is subject to the exchange student being satisfactorily qualified for the chosen area of study and/or course level, and availability.
- The exchange students will be subject to the laws and regulations of the country and the university where the student is currently studying or is under direct supervision.

## 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)
NL NIJMEGE01	1 June	1 December

2. 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.).

3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to [iss@uniud.it](mailto:iss@uniud.it)). It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc.).

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

4b. The NL NIJMEGE01 will send its decision within 8 weeks after deadline of the application.

5a. 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.

5b. A Transcript of Records will be issued by the receiving institution NL NIJMEGE01 no later than 5 weeks after the assessment period has finished at the receiving HEI.

6. Termination or modification of the agreement:

This agreement shall become effective from the academic year 2014/15 and shall remain in effect until the academic year 2017/18. The contracting institutions will review the exchange annually in order to maintain a balance in number of students exchanged. The agreement may be terminated at any time by either contracting party giving at least one academic year written notice. 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. However, any exchange in progress will continue until completed.

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

<b>Institution [Erasmus code]</b>	<b>WEB PAGE</b>
I UDINE01	<a href="http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng</a>
NL NIJMEGE01	<a href="http://www.ru.nl/io/grading-table">http://www.ru.nl/io/grading-table</a> internationaloffice@io.ru.nl

### 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
I UDINE01		<a href="http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng</a>

NL NIJMEGE01	visa@io.ru.nl +31 (0)24-3612065	<a href="http://www.ru.nl/students/exchange_student/visa_and_residence/">http://www.ru.nl/students/exchange_student/visa_and_residence/</a>
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### 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 (e-mail, phone)	Website for information
I UDINE01		
NL NIJMEGE01	internationaloffice@io.ru.nl	<a href="http://www.ru.nl/students/exchange_student/medical_service/health_and_liability/">http://www.ru.nl/students/exchange_student/medical_service/health_and_liability/</a>

#### **I UDINE01:**

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.

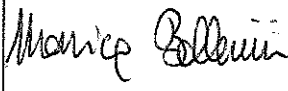

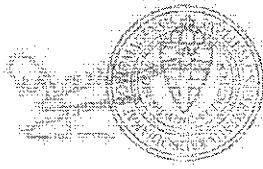
### 4. Housing

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		<a href="http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng</a>
NL NIJMEGE01	housing@io.ru.nl +31-24-3612061	<a href="http://www.ru.nl/students/exchange_student/housing/">http://www.ru.nl/students/exchange_student/housing/</a>

**H. Signature of the institutions (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>	stamp
I UDINE01	Prof. M. Ballerini Vice rector for International Mobility	20.02.14		
NL NIJMEGE01	Ms. dr. M.L.M. Janssen Head of the International Office	21-02-2014		

<sup>7</sup> Scanned signatures are accepted