

## Inter-institutional agreement 2014/2015-2017/2018 Higher Education Student and Staff Mobility – Mobility for learners and staff –

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus<sup>+</sup> programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus<sup>+</sup> programme sets extra criteria this Agreement will be reviewed.

### A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details <sup>1</sup> (Name, E-mail, Phone)
<b>UPPSALA UNIVERSITY</b> DEPARTMENT OF EDUCATION	<b>S UPPSALA01</b>	Name: Katarina Gahne E-mail: katarina.gahne@edu.uu.se Phone: +46 18 471 7965
<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY DEPARTMENT OF EDUCATION Academic contact: prof. D. Zoletto davide.zoletto@uniud.it	<b>I UDINE01</b>	<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

### B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	Total Number of students/Total number of months SMS <sup>2</sup>
S UPPSALA01	I UDINE01	011	Teacher training and education science	1 <sup>st</sup>	2/12
I UDINE01	S UPPSALA01	011	Teacher training and education science	1 <sup>st</sup>	2/12

<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</sup> Student Mobility for Studies

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days
				STA <sup>3</sup>
S UPPSALA01	I UDINE01	011	Teacher training and education science	1/7
I UDINE01	S UPPSALA01	011	Teacher training and education science	1/7

### C. 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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching
S UPPSALA01	English	Swedish	B2	B2
I UDINE01	italian	english	A 2 Italian	

### E. Calendar

1. Student application deadlines:

Receiving institution	Autumn/Winter term <sup>4</sup> [month]	Spring/Summer term <sup>5</sup> [month]
S UPPSALA01	April 15 <sup>th</sup>	October 15 <sup>th</sup>
I UDINE01	15 May (nomination letter)	30 September (nomination letter)

<sup>3</sup> Staff Mobility for Teaching

<sup>4</sup> To be adapted in case of a trimester system.

<sup>5</sup> To be adapted in case of a trimester system.

### 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>

- - **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](mailto: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.
2. The receiving institutions will send their decisions within 6 weeks after deadline.
  3. A Transcript of Records will be issued by the receiving institution no later than 12 weeks after the assessment period has finished at the receiving HEI.
  4. Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before September 1<sup>st</sup> the year before the changes takes place. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

### F. Information

	S UPPSALA01	I UDINE01
WWW for Incoming Students	<a href="http://www.uu.se/education">http://www.uu.se/education</a>	<a href="http://www.uniud.it/international-area/incoming-mobility">http://www.uniud.it/international-area/incoming-mobility</a>
WWW Course Catalogue	<a href="http://www.uu.se/en/admissions/exchange/course/">http://www.uu.se/en/admissions/exchange/course/</a>	general course catalogue: <a href="http://www.uniud.it/didattica/facolta">http://www.uniud.it/didattica/facolta</a> courses held in english:

		<a href="http://www.uniud.it/international-area">http://www.uniud.it/international-area</a>
Housing <sup>6</sup>	<a href="http://www.housingoffice.se">http://www.housingoffice.se</a>	<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>
Contact details	<a href="mailto:student@housingoffice.se">student@housingoffice.se</a>	<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>
WWW Visa Information <sup>7</sup>	<a href="http://www.uu.se/education">http://www.uu.se/education</a>	<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>
Contact details	<a href="mailto:mobility@uu.se">mobility@uu.se</a>	
WWW Insurance Information <sup>8</sup>	<a href="http://www.uu.se/education">http://www.uu.se/education</a>	<p><b><i>At the University of Udine:</i></b> Non Eu students can provide personally to get a private insurance in order to obtain the VISA for the study period.</p> <p>Eu students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.</p>
Contact details	<a href="mailto:exchange@uu.se">exchange@uu.se</a>	<a href="mailto:iss@uniud.it">iss@uniud.it</a> incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497
ECTS Users' Guide	<a href="http://www.uu.se/education">http://www.uu.se/education</a>	<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>
WWW Students and Staff with Disabilities	<a href="http://www.uu.se/education">http://www.uu.se/education</a>	
Contact details	<a href="mailto:samordnare@uadm.uu.se">samordnare@uadm.uu.se</a>	

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


Institution	Name function	Date	Signature <sup>9</sup>
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<sup>6</sup> The receiving institution will guide Incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>7</sup> 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 ECHE.

<sup>8</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>9</sup> Scanned signatures are accepted

S UPPSALA01	NAME: Head of Department <i>Håkan Edjén</i>	<i>10/12 2013</i>	 <b>UPPSALA UNIVERSITET</b> Institutionen för pedagogik, didaktik och utbildningsstudier Box 2136 UPPSALA 750 02 UPPSALA
I UDINE01	Vice Rector for International Mobility prof. M. Ballerini	<i>10/12/13</i>	<i>Manico Ballerini</i> 