



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 2019-2021<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)
<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	<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>

<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>I UDINE01</b>	<b>Academic contact:</b> Alberto Sdegno alberto.sdegno@uniud.it	
University of Granada Vice-Rector's Office for International Relations and Development Cooperation  Ana Martínez Vela Vice-Dean for International Relations  Escuela Técnica Superior de Ingeniería de Edificación  Higher Technical School of Building Engineering	<b>E GRANADA01</b>	Campus Universitario de Fuentenueva C/ Severo Ochoa s/n. 18071 Granada (Spain)  Tel: +34 958 24 61 47 Fax: +34 958 24 31 04  E-mail: <a href="mailto:etsie_externas@ugr.es">etsie_externas@ugr.es</a>	Main: <a href="http://etsie.ugr.es/">http://etsie.ugr.es/</a>  Teaching guides: <a href="http://etsie.ugr.es/ordenacion-academica-grado/grado-edificacion">http://etsie.ugr.es/ordenacion-academica-grado/grado-edificacion</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 students	Duration of stay for each student [number of months]
<b>I UDINE01</b>	<b>E GRANADA01</b>	0731 Architecture and Town Planning	1 ciclo: corso di laurea	2 ciclo: laurea magistral e	dottorato	2	6
<b>E GRANADA01</b>	<b>I UDINE01</b>	0731 Architecture and Town Planning	X	X	X	2	9

### C. Teaching Staff Mobility per academic year

FROM	TO	Subject area	Subject area name	Number of staff mobility periods
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<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>

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	code * [ISCED]	*	Staff Mobility for Teaching	Average duration in weeks (minimum of teaching hours required: 8)
I UDINE01	E GRANADA01	0731	Architecture and Town Planning	2	1 x8h
E GRANADA01	I UDINE01	0731	Architecture and Town Planning	2	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	Architecture and Town Planning	Italian			
E GRANADA01	Architecture and Town Planning	Spanish			

**-At the University of Udine:** Courses held in English ARE offered within some DEGREE courses. A full list is consultable on our website: [https://www.uniud.it/en/uniud-international?set\\_language=en](https://www.uniud.it/en/uniud-international?set_language=en)

<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>

## E. Additional requirements

### 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>

*[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)	30 September (nomination)
E GRANADA01	JUNE	OCTOBER

- **I UDINE01** will send a detailed Erasmus nomination list by e-mail. I UDINE01 cannot guarantee any other nomination modality.

- 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 any other nomination modality by partner Universities (such as online nominations etc...).

- **I UDINE01** will send the letter of acceptance and information package within 8 weeks from reception of the nomination letter.

- Erasmus incoming students at **I UDINE01** have to collect the Transcript of Records before leaving Udine. Should they fail to do so, the Transcript of Records will be issued and sent directly to the students' personal address by I UDINE01 within 5 weeks.

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 1st October of the following new academic year.

## G. Information

### 1. Grading systems of the institutions

#### University of Granada grading system

In the Spanish university system, each course unit is graded on a scale from 0 to 10 points, and each numerical grade corresponds to a qualitative grade as follows: Suspenso (Fail): 0-4.9 - Aprobado (Pass): 5- 6.9 - Notable (Good): 7- 8.9 - Sobresaliente (Very Good): 9- 10 - Matrícula de Honor: A special mention for outstanding performance limited to a maximum of 5% of students registered in a given course unit group. When a student does not take the corresponding examination or final assessment, this is reflected as No Presentado (Absent). To pass a course unit, a student must receive a grade of at least 5 points out of 10.

Statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup> will be available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>. For mobility where Statistical distribution of grades is not available the University of Granada will apply the conversion table available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>.

[Erasmus code]	WEB PAGE
I UDINE01	<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>
E GRANADA01	

### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobility 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 UDINEO1		<a href="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</a>
E GRANADA01	International Relations and Development Cooperation Office e-mail: <a href="mailto:intlinfo@ugr.es">intlinfo@ugr.es</a>	<a href="http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain">http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain</a>

<sup>7</sup>[http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

	Tel: +34 958 249 030	
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### 3. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E GRANADA01	International Relations and Development Cooperation Office e-mail: <a href="mailto:intlinfo@ugr.es">intlinfo@ugr.es</a> Tel: +34 958 249 030	<a href="http://internacional.ugr.es/pages/movilid/ad/estudiantes/salientes/seguros/seguros">http://internacional.ugr.es/pages/movilid/ad/estudiantes/salientes/seguros/seguros</a>
I UDINE01		

**At the University of Udine:** Non-EU students must subscribe a private insurance in order to obtain a VISA for the study period.

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

### 4. Housing

The receiving institution will guide incoming mobility 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="https://www.uniud.it/en/uniud-international/incoming-exchange-students">https://www.uniud.it/en/uniud-international/incoming-exchange-students</a>
E GRANADA01	OFICINA DE GESTION DE ALOJAMIENTOS  C/ Doctor Severo Ochoa, s/n   Tel.: 00 34 958 244072   Fax: 00 34 958 243134   E-mail: <a href="mailto:alojamiento@ugr.es">alojamiento@ugr.es</a>	<a href="http://estudiantes.ugr.es/alojamientos3/">http://estudiantes.ugr.es/alojamientos3/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>8</sup>	stamp

<sup>8</sup> Scanned signatures are accepted

<b>I UDINE01</b>	Vice Rector for Erasmus+Studio Mobility prof. Rossana Vermiglio	17/12/18		
E GRANADA01	Signed by delegation of the Rector:  Prof. Juan Manuel Santiago Zaragoza  Dean of Higher Technical School of Building Engineering	2018/12/17	