



Erasmus+ Programme

Key Action 1

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

Inter-institutional agreement 2020 – 2022 between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ 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	Erasmus code	Contact details ¹ (email, phone)	Website (eg. of the course catalogue)
Katholische Universität Eichstätt-Ingolstadt WFI – Ingolstadt School of Management	D EICHSTA01	<u>Institutional Coordinator:</u> Thomas Grubauer Erasmus+ Institutional Coordinator, intoff@ku.de +49 8421 93 23456 <u>Departmental Coordinator:</u> Prof. Shashi Matta Professor of Innovation and Creativity Shashi.Matta@ku.de +49 841 937-21943	http://campus.ku.de/studienangebot/
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01 OID : E10209128	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 Sonia.bosero@uniud.it International Office Administrative Responsible	https://www.uniud.it/en/uniud-international/incoming-exchange-students general course catalogue: https://www.uniud.it/en/education/offer courses held in english: https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-

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

		Departmental Coordinator: Giancarlo Lauto giancarlo.lauto@uniud.it Phone: +39.0432.249593	other-languages/courses
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B. Mobility numbers per 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 January 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 [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of students per academic year]	Total number of months per academic year
D EICHSTA01	I UDINE01	0410	Business	1 st , 2 nd , 3 rd	3 student x 5 months	15
I UDINE01	D EICHSTA01	0410	Business	1 st , 2 nd , 3 rd	3 student x 5 months	15

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	Staff Mobility for Training *
D EICHSTA01	I UDINE01	0410	Business	2 teachers x 1 week, 8 hrs	To be negotiated upon request
I UDINE01	D EICHSTA01	0410	Business	2 teachers x 1 week, 8 hrs	To be negotiated upon request

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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies	Staff Mobility for Teaching
D EICHSTA01	0410	German	English	if German B1 if English: B2	C1
I UDINE01	0410	Italian	English	if Italian: B1 if English: B2	C1

² 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>

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

D EICHSTA01: Students with walking disabilities may reach classroom hours and university facilities such as library and computer pools by elevators. Additional assistance for students with special needs can be provided if requested at least 6 months in advance at the International Office: intoff@ku.de

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D EICHSTA01	Nomination deadline: 15 May Application deadline: 15 June	Nomination deadline: 15 November Application deadline: 15 December
I UDINE01	15 May (nomination)	30 September (nomination)

2. KU Eichstätt-Ingolstadt will send its decision within 2 weeks after nomination.

3. KU Eichstätt-Ingolstadt: A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at the receiving HEI.

Partner Universities have to send a detailed Erasmus nomination list by e-mail (to 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.

4. Nature and termination of the agreement

The agreement is valid for the academic years indicated above and may be modified by simple letter, fax or e-mail signed by the institutional coordinator of the Erasmus+ programme or the head of international relations. Prolongation may be done in the same way. Termination of the agreement: At least one-year advance notice before the start of the following academic year is necessary for unilateral termination of the agreement. The start of the academic year is agreed upon to be Sept 1st. A termination by mutual consent is possible until Dec. 31st for the following academic year. In both cases, all students and staff who have already been admitted to bilateral exchange projects will be allowed to finish their projects as foreseen.

F. Information

1. Grading systems of the institutions

KU Eichstätt-Ingolstadt: 1.0, 1.3 = very good, 1.7, 2.0, 2.3 = good, 2.7, 3.0, 3.3 = satisfactory, 3.7, 4.0 = sufficient, 4.1 and worse = fail

www.ku.de/international/grading

[Erasmus code]	WEB PAGE
I UDINE01	https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/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
D EICHSTA01	International Office, incoming@ku.de , +49 8421 93 23456	www.ku.de/international/visa
I UDINE01	ISS@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students

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 (email, phone)	Website for information
D EICHSTA01	International Office, incoming@ku.de , +49 8421 93 23456	www.ku.de/international/insurance


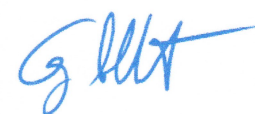
I UDINE01	ISS@uniud.it	<p><u>At the University of Udine:</u> Non-EU students must subscribe a private insurance in order to obtain a VISA for the study period.</p> <p>EU students can ask their home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.</p>
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4. 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
D EICHSTA01	International Office, incoming@ku.de , +49 8421 93 23456	www.ku.de/international/housing
I UDINE01	ISS@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature & Stamp ³
D EICHSTA01	Thomas Grubauer Institutional Erasmus+ Coordinator	17.11.20	
I UDINE01	Vice Rector for International Mobility prof. Giorgio Alberti	13/11/2020	

³ Scanned signatures are accepted