



University of Udine



European Commission



Erasmus + Programme

Key Action 1

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

Inter-institutional¹ agreement 2014-2020/21² between programme countries [Minimum requirements]³

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 (email, phone)	Website (to of the source 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	http://www.uniud.it/international-area/incoming-mobility general course catalogue: http://www.uniud.it/didattica/facolta courses held in English: http://www.uniud.it/international-area
University of Veterinary Medicine, Vienna International Relations Office	A WIEN04	Dr. phil. Ursula Maria Schober Chief International Officer, ERASMUS Institutional coordinator; Incoming exchange student and staff	www.vetmeduni.ac.at/en/international

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

² Higher Education Institutions have to agree on the period of validity of this agreement

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

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

(IRO) Veterinaerplatz 1 1210 VIENNA, AUSTRIA		adviser e-mail: ursula.schober@vetmeduni.ac.at Phone: +43 1 25077 1107, Fax: +43 1 25077 1197	general course catalogue: https://online.vu-wien.ac.at/VUWonline/webnav.ini
	I UDINE01	Professor/departmental coordinator: Lanfranco CONTE lanfranco.conte@uniud.it DIAL - DIPARTIMENTO DI SCIENZE DEGLI ALIMENTI	
	A WIEN04	ERASMUS departmental coordinator Mag.vet.med. Michaela Pirker, Outgoing exchange student and staff adviser e-mail: michaela.pirker@vetmeduni.ac.at Phone: +43 1 25077 1128, Fax: +43 1 25077 1197	

B. Student Mobility numbers⁵ 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 (1st cycle or undergraduate)	Study cycle (2nd cycle or postgraduate)	Study cycle (3rd or doctoral cycle)	Number of student	Duration of stay for each student (number of months)
I UDINE01	A WIEN04	541 Food processing		X	X	2	9
A WIEN04	I UDINE01	541 Food processing		X	X	2	9

C. Teaching Staff Mobility per academic year

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

http://www.uis.unesco.org/Education/faq/faq_instrumental_standards_classification_of_education.aspx)

FROM (Erasmus code of the sending institution)	TO (Erasmus code of the receiving institution)	Subject (area code & [ISSN])	Subject area name*	Number of staff mobility periods	
				Staff Mobility for teaching	Average (mathematical average of minimum & maximum of teaching hours teachers: 5)
I UDINE01	A WIEN04	541	Food processing	To be defined	1
A WIEN04	I UDINE01	541	Food processing		

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 ⁶	
				Student Mobility for Studies <i>Minimum recommended level: B1</i>	Staff Mobility for Teaching <i>Minimum recommended level: B2</i>
I UDINE01		Italian	English	B1 (Italian)	
A WIEN04		German	English	B2 (German)	

- 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

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:

⁶ 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>

- <http://www.uniud.it/international-area/incoming-mobility/Erasmusmobilita%20periodo%20di%20studio%20%20Esterni%20stud%20periodo%20di%20studio?lingua=en>
- <http://www.uniud.it/international-area/incoming-mobility/modifiche-piani-di-studio-cambia-iscrittione-proposta-learning-agreement/modifiche-piani-di-studio-learning-agreement?lingua=en>

A WIEN04: see Annex (A WIEN04_Annex_ErasmusPlus_IIA agreement.docx)

[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 fall year	Spring term
I UDINE01	15 May (nomination letter)	30 September (nomination letter)
A WIEN04	1 May	1 September

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). It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc.).

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

5. 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.

6. Termination or modification of the agreement:

A unilateral decision to discontinue or to change the exchanges notified to the other party by 1 September 20/xx will only take effect from the 1 October of the following new academic year.

A WIEN04

1. The University of Veterinary Medicine, Vienna will normally send its decision within 2 weeks, however some subject areas may need more time for the decision.
2. A Transcript of Records will be issued at the latest by the first week of the semester following the exchange period (the autumn semester starts on the first Monday of October, the spring semester on the first Monday of March).

G. Information

1. Grading systems of the institutions

The link to our webpage is

Institution (Erasmus code)	WEB PAGE
I UDINE01	http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng
A WIEN04	1 = excellent, 2 = good, 3 = satisfactory, 4 = sufficient, 5 = insufficient; A = recognised, E = successfully completed, M = pass with distinction, B = pass, N = fail

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/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng
A WIEN04	international@vetmeduni.ac.at; +43 1 25077 1107	http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/

3. Insurance

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.

The sending and receiving institutions will provide incoming and outgoing mobility participants assistance in obtaining insurance, in accordance with the requirements of the Erasmus Charter for Higher Education. The receiving institution will inform mobility participants of cases in which insurance coverage is not automatically provided.

A WIEN04: Further information will be provided by international@vetmeduni.ac.at



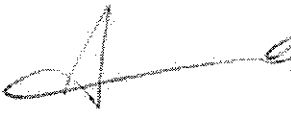

4. Housing

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/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng
A WIEN04	international@vetmeduni.ac.at; +43 1 25077 1107	www.vetmeduni.ac.at/en/international >> Welcome Info

H. Signature of the institutions (legal representatives)

Institution (Erasmus code)	Name, function	Date	Signature ⁷	Stamp
I UDINE01	Prof. M. Ballerini Vice rector for International Mobility	15/11/13		
A WIEN04	Dr. Sonja Hammerschmid Rector	Nov 11, 2013		

⁷ Scanned signatures are accepted

Annex to Erasmus+ Inter-institutional Agreement Institutional Fact-sheet¹

A Information about higher education institutions

A 1 Institutional details

Name of the institution	Veterinärmedizinische Universität Wien
Erasmus Code	A-WIEN04
EUC (2007-2014)	27489-IC-1-2007-1-AT-ERSAMUS-EUCX-1
Institution website	www.vetmeduni.ac.at
Online course catalogue	https://online.vu-wien.ac.at/VUWonline/webnav.ini

A 2 Main contacts

Contact person	Dr. phil. Ursula Maria Schober
Responsibility	Chief International Officer, ERASMUS Institutional coordinator; Bilateral agreement administrator; Incoming exchange student and staff adviser
Contact details	e-mail: ursula.schober@vetmeduni.ac.at , Phone: +43 1 25077 1107, Fax: +43 1 25077 1197

Contact person	Mag.vet.med. Michaela Pirker
Responsibility	ERASMUS departmental coordinator; Outgoing exchange student and staff adviser,
Contact details	e-mail: michaela.pirker@vetmeduni.ac.at Phone: +43 1 25077 1128, Fax: +43 1 25077 1197

B Mobility numbers per academic year²

C Recommended language skills

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level [*]
Student Mobility for Studies	Veterinary Medicine	German	B2
Staff Mobility for Teaching	Veterinary Medicine	German, English	B2

Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

The course catalogue provides more information on the language of instruction:
<https://online.vu-wien.ac.at/VUWonline/webnav.ini>

¹ To be viewed complementary to the Erasmus+ Programme Inter-institutional agreement

² Please refer to the Erasmus+ Programme Inter-institutional agreement

For information on German language courses in Vienna please contact: international@vetmeduni.ac.at

D Additional requirements

It is required, that students complete the online registration as soon as they receive the link and are asked to do so.

It is required that students be made aware of the minimum duration of an ERASMUS+ exchange period by their home institution and be assisted in the preparation of their learning/training agreement.

In order to welcome and assist incoming students and staff, they are required to report to the International Relations Office upon their arrival.

The Vetmeduni Vienna intends to deal with requests for support of students and staff with disabilities on an individual basis.

E Calendar

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

Type of exchange	course work	placement
Autumn term (1 October – 31 January)	1 June	1 May
Spring term (1 March – 30 June) – incl. mid-term vacation period (February)	1 November	1 October
Summer vacation period (July-September)	-----	1 April

2. We will send our decision within 2 weeks. However, the organization of placements may take more time for the decision by the respective units.

3. A Transcript of Records will be issued at the end of the exchange period or as soon as all student records have been entered into the *VetmedOnline* system. It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines

4. Termination of the agreement³

F Information

1. Grading system

1 = excellent, 2 = good, 3 = satisfactory, 4 = sufficient, 5 = insufficient;
A = recognised, E = successfully completed, M = pass with distinction, B = pass, N = fail

ECTS Credits: The Vetmeduni Vienna uses the European Credit Transfer and Accumulation System (ECTS) which is a workload-based system for measuring and comparing study results. The student is awarded a certain number of ECTS credits for each course which reflects the workload necessary to successfully complete a course.

Credits are awarded only when the student has fulfilled the course requirements, for example regular attendance. The credits are allocated in accordance with the standard workload determined by the respective study and examination regulations whereby one credit equals 25 hours of study.

³ Please refer to the Erasmus+ Programme Inter-institutional agreement

2. Visa

Information and assistance can be provided by the following contact points and information sources:

Website	http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/
Contact details	e-mail : international@vetmeduni.ac.at , Phone : +43 1 25077 1107, Fax : +43 1 25077 1197

3. Insurance

Health insurance is obligatory.

EU citizens: European Health Insurance Card (=blue card)

Non-EU: a copy of the application for health insurance at e.g. WGKK (Wiener Gebietskrankenkassa)

Information and assistance can be provided by the following contact points and information sources:

Website	http://ec.europa.eu/social/main.jsp?catId=559 European Health Insurance Card www.wgkk.at Wiener Gebietskrankenkassa
Contact details	e-mail : international@vetmeduni.ac.at , Phone : +43 1 25077 1107, Fax : +43 1 25077 1197

4. Housing

Information and assistance can be provided by the following information sources:

Website	www.vetmeduni.ac.at/international >>Welcome Info; www.vetheim.at /VetHeim Student apartment house www.stuwo.at/en/dormitory-vienna-donaufelderstrasse/ Dorm Donaufeld http://www.oejab.at/site/en/studentsyouth/studenthostels/vienna/donaufeld ÖJAB Haus Donaufeld www.housing.oead.at international@vetmeduni.ac.at
Contact details	e-mail : international@vetmeduni.ac.at , Phone : +43 1 25077 1107, Fax : +43 1 25077 1197

We advise all incoming students and staff to start looking for accommodation as soon as the application documents have been returned to the home institution.