



Erasmus+ Programme
Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility
Inter-institutional agreement 2014-2021
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

Institution	Erasmus code	Contact details (email, phone)	Website
Université de Liège	B LIEGE01	Institutional coordinator: Ms. Dominique d'Arripe Contact bilateral agreements: International Office - Ms. Christine Reynders Place du 20-août, 7 (bât. A1), B-4000 Liège Tel. +32 4 366 46 09 - christine.reynders@ulg.ac.be	General information: www.ulg.ac.be Courses catalogue: progcourses.ulg.ac.be Erasmus incoming information: www.ulg.ac.be/erasmus/in
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 Academic contact: prof. Prandi A. alberto.prandi@uniud.it	general course catalogue: http://www.uniud.it/didattica/fa colta courses held in english: http://www.uniud.it/international-area

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	TO	Area code ISCED 2013*	Subject area name	Cycle 1st, 2nd, 3rd	Number of student mobility periods	
					Studies (Students x months)	Traineeships (Students x months)
B LIEGE01	I UDINE01	084	Animal husbandry	1-2	1x5	
I UDINE01	B LIEGE01	084	Animal husbandry (!! campus Gembloux AgroBio Tech)	1-2	1x5	
FROM	TO	Area code ISCED 2013*	Subject area name		Number of staff mobility periods	
					Teaching (Weeks x hours)	Training (Weeks x hours)
B LIEGE01	I UDINE01	084	Animal husbandry		1x8	
I UDINE01	B LIEGE01	084	Animal husbandry		1x8	

Departmental contact(s)

Institution	Area code ISCED	Departmental contact		
B LIEGE01	084 (!! campus Gembloux)	Mr. Laurent de Potter	+32 81 622 243	Laurent.dePotter@ulg.ac.be
I UDINE01	084	Prof. Prandi A.		alberto.prandi@uniud.it

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	Area code ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Studies	Teaching
B LIEGE01	All	French	English	B1 (exception: for Business and Economics courses: B2). More information: http://www.ulg.ac.be/cms/c_14110/fr/exigences-linguistiques	B2
I UDINE01	All	Italian	English B1		

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

B LIEGE01:

- Integration of mobile students: Welcome Days, tutoring, French lessons: www.ulg.ac.be/erasmus/in.
- Disabled students: www.ulg.ac.be/etudiants/handicap
- The yearly updated information sheet for incoming students (application procedure,...) will be provided with this agreement.
- Application procedure: through www.ulg.ac.be/erasmus/in/dossier

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>

E. Calendar

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

Institution	Autumn term* [month]	Spring term* [month]
B LIEGE01	15 May (online) – 31 May (printed)	1 November (online) – 15 November (printed)
I UDINE01	15 May (nomination letter)	30 September (nomination letter)

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 5 weeks from the application deadline.

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

- **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). **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.

4. Termination of the agreement

In case of earlier unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 June of year N will only take effect as of 1 September of year N+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

Institution	Website for information
B LIEGE01	www.ulg.ac.be/cms/c_14663/exams
I UDINE01	http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng

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	Contact details (email, phone)	Website for information
B LIEGE01	mobil.in@ulg.ac.be , +32 4 366 5547/4166	www.ulg.ac.be/cms/c_14084/preparation-au-depart
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng

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:

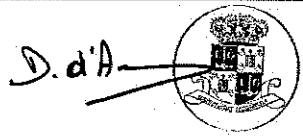
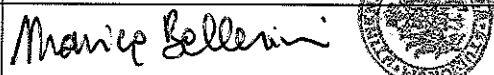
Institution	Contact details (email, phone)	Website for information
B LIEGE01	mobil.in@ulg.ac.be, +32 4 366 5547/4166	www.ulg.ac.be/erasmus/in/sante
I UDINE01		<p>At the University of Udine: Non Eu students can provide personally to get a private insurance in order to obtain the VISA for the study period.</p> <p>Eu students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.</p>

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	Contact details (email, phone)	Website for information
B LIEGE01	Sofia.Lothe@ulg.ac.be, +32 4 366 52 23	http://logement.ulg.ac.be
I UDINE01		http://www.uniud.it/international-area/incoming-mobility/alloggio-a-udine/alloggio-a-udine?lingua=eng

G. Signatures of the institutions (legal representatives)

Institution	Name, function	Date	Signature ¹
B LIEGE01	Ms. Dominique d'Arripe Institutional Coordinator	7/1/2014	
I UDINE01	Vice Rector for International Mobility prof. M. Ballerini	07/01/2014	

¹ Scanned signatures are accepted