



European Commission



University of Udine

Erasmus + Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2020²

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 ⁴ (email, phone)	Website (e.g. of the course catalogue)
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01	<u>Claudia.schileo@uniud.it</u> outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone: +39-0432-556221 International Student Service <u>iss@uniud.it</u> 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

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.

<p>AgroSup Dijon International Relations Office 26 Boulevard du docteur Petitjean 21079 DIJON CEDEX FRANCE</p>	<p>F DIJON31</p>	<p>Christine NOTTE Erasmus Coordinator Direction des Relations Europe et International (DREI) / International Relations Office AgroSup Dijon : Tel : +33 (0)3 80 77 26 08 Fax : +33 (0)3 80 7726 79 Email : christine.notte@agrosupdijon.fr international@agrosupdijon.fr</p>	<p>http://www.agrosupdijon.fr/international.html?L=1</p>
	<p>I UDINE01</p>	<p>Professor/departmental coordinator: Professors/departmental coordinators: Roberto ZIRONI (agronomy) roberto.zironi@uniud.it Alessandro SENSIDONI (food processing) alessandro.sensidoni@uniud.it</p>	
	<p>F DIJON31</p>	<p>Professor / departmental coordinator (agronomy and food sciences) : Eric FERRET eric.ferret@agrosupdijon.fr</p>	

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 [1 st cycle or undergrad aduate]	Study cycle [2 nd cycle or postgraduate]	Study cycle [PhD or doctoral cycle]	Number of student	Duration of stay for each students [number of months]
I UDINE01	F DIJON31	629 Agronomy		X		1	5
		541 food processing		x		2	6
F DIJON31	I UDINE01	629 Agronomy		X		1	5
		541 food processing		x		2	6

C. Teaching Staff Mobility per academic year

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	Average duration in weeks (minimum of teaching hours required: 8)
I UDINE01	F DIJON31	629	Agronomy	1	
		541	Food processing	1	
F DIJON31	I UDINE01	629	Agronomy	1	8 hours
		541	Food processing	1	8 hours

⁵ 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>)

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 [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01		Italian	English (Postgraduate)		
F DIJON31		French	English : specialisation / formulation	B1	B2

- 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>

AroSup Dijon can offer free French courses (for one semester) given by the International Centre of French Studies.

E. Additional requirements

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:

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/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>

AgroSup Dijon has a Disabled People's Service (<http://www.agrosupdijon.fr/agrosup-dijon/disability.html?L=1>) who works in the campus to attend to the needs of the AgroSup Dijon population with disabilities, taking into account each person's individual circumstances.

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 letter)	30 September (nomination letter)
F DIJON31	31 st April	30 th October

2. 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. 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 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 September 20/.. will only take effect from the October of the following new academic year.

AgroSup Dijon :

2. will send its decision within 5 weeks.
3. A Transcript of Records will be issued by AgroSup Dijon no later than 5 weeks after the assessment period has finished at the receiving HEI.

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																					
F DIJON31	<ul style="list-style-type: none"> https://mandataires.agrosupdijon.fr/IntranetPass/fileadmin/user_upload/Etudiants/procedures/reglement-etudes-ing-renov-ASD-2013-2014.pdf <p><u>ECTS grading scale :</u></p> <table border="0"> <thead> <tr> <th>ECTS</th> <th>Grade</th> <th></th> </tr> </thead> <tbody> <tr> <td>A 18</td> <td>EXCELLENT</td> <td>outstanding performance with only minor errors</td> </tr> <tr> <td>B 16</td> <td>VERY GOOD</td> <td>above the average standard but with some errors</td> </tr> <tr> <td>C 14</td> <td>GOOD</td> <td>generally sound work with a number of notable errors</td> </tr> <tr> <td>D 12</td> <td>SATISFACTORY</td> <td>fair but with significant shortcomings</td> </tr> <tr> <td>E 10</td> <td>SUFFICIENT</td> <td>performance meets the minimum criteria</td> </tr> <tr> <td>F/FX 4</td> <td>FAIL</td> <td>some more work required before the credit can be awarded / considerable further work is required</td> </tr> </tbody> </table> <p>ECTS credits:</p> <p>one semester : 30 ECTS credits one full academic year : 60 ECTS credits</p>	ECTS	Grade		A 18	EXCELLENT	outstanding performance with only minor errors	B 16	VERY GOOD	above the average standard but with some errors	C 14	GOOD	generally sound work with a number of notable errors	D 12	SATISFACTORY	fair but with significant shortcomings	E 10	SUFFICIENT	performance meets the minimum criteria	F/FX 4	FAIL	some more work required before the credit can be awarded / considerable further work is required
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F/FX 4	FAIL	some more work required before the credit can be awarded / considerable further work is required																				

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
F DIJON31		http://www.agrosupdijon.fr/international/incoming-mobility/incoming-students/european-union.html?L=1

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.


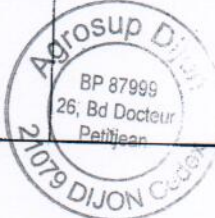
4. Housing

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
F DIJON31	<p>Karine JOBARD GAROU Incoming mobility</p> <p>Direction des Relations Europe et International (DREI) / International Relations Office of AgroSup Dijon</p> <p>Tel : +33 (0)3 80 77 23 25 Fax : +33 (0)3 80 7726 79 Email : karine.jobard-garou@agrosupdijon.fr</p>	<p>http://www.agrosupdijon.fr/student-life/accommodation.html?L=1</p>

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	16.01.14	<i>Mario Ballerini</i>	
F DIJON31	Claude BERNHARD General Director AgroSup Dijon	17.01.14	<i>C. Bernard</i>	

⁷ Scanned signatures are accepted