

European Commission



University of Udine



EVROPSKA
PRAVNA FAKULTETA
V NOVI GORICI

Erasmus + Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2018²

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

UNIVERSITY OF UDINE <i>International Relations and Mobility Office, Via. Palladio n. 8, 33100 UDINE, ITALY</i>	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

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.

		Professor/departmental coordinator: Elisabetta BERGAMINI DISG - DIPARTIMENTO DI SCIENZE GIURIDICHE elisabetta.bergamini@uniud.it	english: http://www.uniud.it/international-area
European Faculty of Law in Nova Gorica	SI NOVA-G004	General information E-mail: info@evro-pf.si Tel.: +386 5 338 44 00 Erasmus coordinator Mrs. Nana Lavrenčič E-mail: nana.lavrencic@evro-pf.si Tel.: +386 5 338 44 04 Academic coordinator prof. dr. Arne Mavčič E-mail: amavcic@concourts.net	European Faculty of law in Nova Gorica www.evro-pf.si Course Catalogue

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 undergraduate]	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	SI NOVA-G004	38 - law	X	X	X	3	6
SI NOVA-G004	I UDINE01	38 - law	X	X	X	2	6

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>)

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: 5)
I UDINE01	SI NOVA- GO04	38	Law	1	1
SI NOVA- GO04	I UDINE01	38	Law	1	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 instruc- tion 1	Language of instruc- tion 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 if required	B1	/
SI NOVA- GO04		Slovene	English if required	B1	/

- 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>

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>

E. Additional requirements

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:

- <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>

European faculty of law in Nova Gorica

The original transcript of records (no carbon copy is accepted) with the exams done by the Slovenian student can be given or sent directly to him/her OR to the International Relations and Mobility Office of SI NOVA-GO04.

The Learning Agreement or the changed Learning Agreement has to be given to the Slovenian 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: <http://www.evropf.si/dejavnosti/mednarodno-sodelovanje/erasmus/> and <http://www.evropf.si/en/activities/international-cooperation/> or consult directly with the Erasmus coordinator of European faculty of law in Nova Gorica.

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 th May (nomination letter)	30 th September (nomination letter)
SI NOVA-GO04	23 rd August (nomination letter)	15 th November (nomination letter)

University of Udine

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...).

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...).

The 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 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.

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.

European faculty of law in Nova Gorica

The SI NOVA-GO04 will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from SI NOVA-GO04 (such as online nominations etc...).

Partner Universities have to send a detailed Erasmus nomination list by e-mail to nana.lavrencic@evro-pf.si. It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc...).

The SI NOVA-GO04 will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.

Erasmus incoming student at the SI NOVA-GO04 has to collect the Transcript of Records before leaving Slovenia, otherwise the Transcript of Records will be issued and sent by the SI NOVA-GO04 no later than 5 weeks directly to the personal post address of the student.

Termination or modification of the agreement SI NOVA-GO04:

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.

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
SI NOVA-GO04	Grading system: ECTS – A = excellent (10), (91 % – 100 % correct)

	<p>ECTS – B = very good (9), (81 % – 90 % correct)</p> <p>ECTS – C = very good (8), (71 % – 80 % correct)</p> <p>ECTS – D = good (7), (61 % - 70 % correct)</p> <p>ECTS – E = satisfactory (6), (51% – 60 % correct)</p> <p>See also: http://www.evro-pf.si/studij/programi/dodiplomski/pravo/</p>
--	---

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
SI NOVA-GO04	nana.lavrencic@evro-pf.si +386 5 338 44 04	The instructions for incoming foreign students, professors and researchers are available at: http://www.evro-pf.si/dejavnosti/mednarodno-sodelovanje/erasmus/ http://www.evro-pf.si/en/activities/international-cooperation/

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
I UDINE01	/	/
SI NOVAGO04	nana.lavrencic@evro-pf.si +386 5 338 44 04	The instructions for incoming foreign students, professors and researchers are available at: http://www.evro-pf.si/dejavnosti/mednarodno-sodelovanje/erasmus/ . http://www.evro-pf.si/en/activities/international-cooperation/

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.

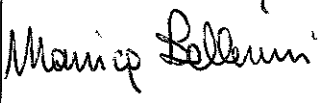



4. Housing

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
SI NOVA-GO04	Mrs. Nana Lavrenčič E-mail: nana.lavrencic@evro-pf.si +386 5 338 44 04	Dijaški dom Nova Gorica http://www.ddng.si/ PRESTA- accommodation for students and youth http://www.nastanitveni-dom.si/S10000/Sobe

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷	stamp
I UDINE01	Prof M. Ballerini - Vice Rector for International Mobility	2.12.13		
SI NOVA- G004	Mag. Olga Jambrek, CEO of European Faculty of law in Nova Gorica	23.11. 2013		

⁷ Scanned signatures are accepted