

Erasmus+ Programme

Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility

Inter-institutional¹ 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

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Website (eg. of the course catalogue)
Technische Universität Dresden	DDRESDEN02	Dr. Bertram Kaschek, TU Dresden Inst. f. Kunst- und Musikwissenschaft, 01062 Dresden, Germany, ☎. +4935146339075, Fax: .+4935146335701, bertram.kaschek@tu-dresden.de	http://tu-dresden.de/die_tu_dresden/fakultaeten/p hilosophische_fakult aet/ikm/kuge/index_ html
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 +39-0432-556218/556497420 Academic contact: prof. Pace V. valentino.pace@uniud.it	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 Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers³ 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 months of the study periods or average duration*]
D DRESDEN02	I UDINE01	211	History of Art	1,2	2 (20mo)
I UDINE01	D DRESDEN02	211	History of Art	1,2	2 (20mo)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Staff Mobility for Teaching [total number of days of teaching periods or average duration*]
D DRESDEN02	I UDINE01	211	History of Art	7
I UDINE01	D DRESDEN02	211	History of Art	7

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D DRESDEN02	History of Art	German	(...)	B1	...
I UDINE01	History of Art	Italian	...	A1 (certificate not required)	...

-At the University of Udine: 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>

³ 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>)

⁴For 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 DRESDEN02

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*[add requirements on **academic or organisational aspects**, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

Infrastructure to welcome students and staff with disabilities: http://tu-dresden.de/die_tu_dresden/gremien_und_beauftragte/beauftragte/bfsb

I UDINE01:

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:

Receiving institution [Erasmus:code]	Autumn term* [month]	Spring term* [month]
D DRESDEN02	15 th July	15 th January
I UDINE01	15 May (nomination letter)	30 September (nomination letter)

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

- 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.

2. The receiving institution will send its decision within 4 weeks.

3. Issue of the **Transcript of Records**

D DRESDEN02: The faculties issue Transcripts of Records (documenting credits earned at the TU Dresden). Every student must pick up the transcript him/herself! The TU Dresden will NOT automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.

I UDINE01- 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

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. The termination clauses must include the following disclaimer: "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

D DRESDEN02: The grading scale ranges from 1 to 5, in which 1 stands for "excellent/very good", 2 for "good", 3 for "satisfactory", 4 for "sufficient" and 5 for "not satisfactory". Passing grades may also be qualified decimal numbers such as 0.3 or 0.7 to indicate tendencies towards the next grade.

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

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 DRESDEN02	teilstudium@mailbox.tu-dresden.de	http://tu-dresden.de/internationales/int_stud/ohne_abschluss/application/degree/visa_requirements_and_entry_permits
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 [Erasmus code]	Contact details (email, phone)	Website for information
D DRESDEN02	teilstudium@mailbox.tu-dresden.de	http://tu-dresden.de/internationales/int_stud/planni



		ng your course of studies/health insurance
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 [Erasmus code]	Contact details (email, phone)	Website for information
D DRESDEN02	wohnen@studentenwerk-dresden.de	http://www.studentenwerk-dresden.de/english/wohnen/
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 [Erasmus code]	Name, function	Date	Signature ⁵
D DRESDEN02	Dagmar Krause, Institutional ERASMUS Coordinator	10/12/13	
I UDINE01	Vice rector for International Mobility prof. M. Ballerini		 15 NOV. 2013



⁵Scanned signatures are accepted