

European Commission

Erasmus + Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2015²

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 (eg. of the course catalogue)
UNIVERSITY OF UDINE <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01	Claudia.schileg@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
Dipartimento di scienze umane		Academic contact: Anselmo Roberto PAOLONE anselmo.paolone@uniud.it	

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

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

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

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

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UNIVERSITY OF CYPRUS DEPARTMENT OF EDUCATION	CY NICOSIA01	Erasmus Institutional Coordinator: Dr Gregory Makrides, Director Research and International Relations Service Tel. +35722894287 E-mail: makrides.g@ucy.ac.cy	www.ucy.ac.cy
		Academic Coordinator: Department of Education Constantinos Constantinou, e-mail: c.p.constantinou@ucy.ac.cy Tel.: +357 22892932 Simoni Symeonidou P. O. Box 20537, 1678 Nicosia, Cyprus e-mail: simoni@ucy.ac.cy tel. +357 22892944 <input type="checkbox"/>	

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]

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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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
I UDINE01	CY NICOSIA01	011	Education	1 staff member (minimum 8 hours)	----
CY NICOSIA01	I UDINE01	011	Education	1 staff member (minimum 8 hours)	----

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	
				Student Mobility for Studies Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
I UDINE01		Lingua 1 usata nei corsi	Lingua 2 usata nei corsi	Livello linguistico consigliato agli studenti in ingresso	I shall teach in English
CY NICOSIA01		Greek (majority of courses)	English (some courses)	B1 English language or B1 Greek language	B2 English language

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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>

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-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>

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 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>

University of Cyprus

CY NICOSIA01 has the infrastructure to welcome students and staff with disabilities.

[To be completed if necessary, other requirements may be added 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]

[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 full year	Spring term
I UDINE01	15 May (nomination letter)	30 September (nomination letter)
CY NICOSIA01	15 May for nomination 15 June for application	15 October for nomination 15 November for application

- **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.

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.

CY NICOSIA01: University of Cyprus as the receiving institution will send its decision within 6 weeks.

CY NICOSIA01: A Transcript of Records will be issued by the University of Cyprus 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
CY NICOSIA01	At the University of Cyprus the grading system for each unit module is numeric from 0 to 10 rounded to the nearest half unit and a GPA of 5 is the passing grade. Excellent (Άριστο): 8.5-10 Very Good (Λίαν Καλώς): 6.5-8.49 Good (Καλώς): 5.0-6.49

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
CY NICOSIA01	Emma Zeniou, University Officer in charge, Mobility Support Office. E-mail: erasmus@ucy.ac.cy Tel.: +35722894281	http://ucy.ac.cy/ir/en/llp-erasmus/erasmus-studies/incoming-students

3. Insurance

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.

Eu students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.



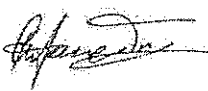
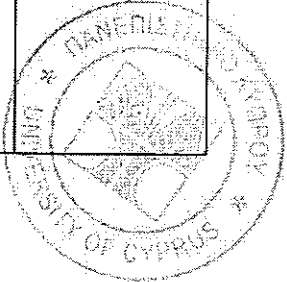
4. Housing

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
CY NICOSIA01	Emma Zenlou, University Officer in charge, Mobility Support Office E-mail: erasmus@ucy.ac.cy Tel.: +35722894281	http://ucy.ac.cy/ir/en/lp-erasmus/erasmus-studies/incoming-students

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature	stamp
I UDINE01	Vice Rector for International Mobility prof. M. Ballerini	14.10.2014		
CY NICOSIA01	Dr Gregory Makrides, Director, Research and International Relations Service	07.10.2014		

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^{EU} Scanned signatures are accepted

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