



Erasmus + Programme
Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement 2015-2021²
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 (eq. of the course catalogue)
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	http://www.uniud.it/International-area/incoming-mobility general course catalogue: http://www.uniud.it/didattica/facolta

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.

		incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497	courses held in english: http://www.uniud.it/International-area
	I UDINE01	Academic contact: Anselmo Roberto PAOLONE anselmo.paolone@uniud.it	
Roskilde University International Team Universitetsvej 1, P.O. Box 260 DK-4000 Roskilde	DK ROSKILD01	Susan Thomsen Varmer Institutional coordinator Tel: +45 46742006 susany@ruc.dk exchange@ruc.dk Stephen Carney Departmental coordinator - Department of Psychology and Educational Studies Tel: +45 4674 2414 carney@ruc.dk	www.ruc.dk/en/international-students/ http://www.ruc.dk/en/departments/departments-of-psychology-and-educational-studies/ Courses: http://kursus.ruc.dk

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- uate]	Study cycle [2 nd cycle, or postgrad- uate]	Study cycle [phd or doctoral cycle]	Number of student	Duration of stay for each students [number of months]
I UDINE01	Codice Università partner		1 ciclo: corso di laurea	2 ciclo: laurea magistral e	dottorato	Numero totale student	Numero mesi per studente
	I UDINE01						

C. Teaching Staff Mobility per academic year

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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>)

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 10 teaching hours required: 8)
I UDINE01	DK ROSKILD01	011 Education		2		8 hours per week, one week
DK ROSKILD0 1	I UDINE01	011 Education		2		8 hours per week, one week

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	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
DK ROSKILD0 1		Danish	English	English: B2 documented by: - IELTS: 6.5 - TOEFL 550/225/80	B2 (recommended)

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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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				- Cambridge Certificate (CPE): 45	
				Danish: Requirements*	

-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>

***DK ROSKILDE01:** To enter courses taught in Danish please find the requirements here: <http://www.ruc.dk/en/education/exchange-and-guest-students/admission-for-guest-students/requirements/>

For more details on the language of instruction requirements, see: www.ruc.dk/en/education/exchange-and-guest-students/admission-for-exchange-students

Exemptions: Contact International Team at exchange@ruc.dk

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>

DK ROSKILD01:

- We strongly recommend incoming students to participate in the Foundation Course. More information: www.ruc.dk/foundation
- Students with a physical or psychological disability, chronic illness or dyslexia should contact Maria Hylstoftte (meh@ruc.dk) for personalized advice before or in the early stages of their application.

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)
DK ROSKILD01 <u>Academic calendar:</u> September 1 st – February 1 st February 1 st – July 1 st Examinations normally take place in January and June following the end of course programmes and project work.	Application deadline: May 1 st for admission in September (Autumn semester) Nomination: 2 weeks prior	Application deadline: October 1 st for admission in February (Spring semester) Nomination: 2 weeks prior

- **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.

DK ROSKILD01 will send their decisions within 6 weeks after deadline.

A Transcript of Records will be issued by the DK ROSKILD01 no later than 5 weeks after the assessment period has finished at the receiving HEI.

Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information

1. Grading systems of the institutions

The link to our webpage is

Institution	WEB PAGE

[Erasmus code]	
I UDINE01	http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng
DK ROSKILD01	7 point grading scale and pass/fail
	http://www.ruc.dk/en/international-students/the-ru-academic-experience/the-danish-grading-scale/

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
DK ROSKILD01	exchange@ruc.dk	http://www.ruc.dk/en/education/exchange-and-guest-students/admission-for-exchange-students/contact/

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.

DK ROSKILD01: <http://www.ruc.dk/en/international-students>- Follow link to the Getting Started Guide, contact: exchange@ruc.dk+45 46742144

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
DK ROSKILD01	exchange@ruc.dk	http://www.ruc.dk/en/international-students/rus-practical-

	+45 46742058	guide/accommodation/ or http://www.ruc.dk/en/international-students Follow link to the Getting Started Guide
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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	<i>Monica Ballerini</i>	
DK ROSKILDO 1	Susan Thomsen Varmer Institutional Coordinator	1.10.14	<i>Susan Thomsen Varmer</i>	 ROSKILDE UNIVERSITY The International Team Education and Internationalization

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Scanned signatures are accepted

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