

Erasmus+ Programme

Inter-institutional agreement 2014/15 - 2020/21

<p>Between</p> <p>Institutional coordinator</p> <p>Administrative contact</p>	<p>Universidad de Burgos</p> <p>Erasmus Code: E BURGOS01 - ECHE Nr.: _____</p> <p>Ms. Elena Vicente Domingo, Institutional Coordinator</p> <p>Cristina Zaldívar Basurto, Head of the International Office</p> <p>International Office</p> <p>Calle don Juan de Austria 1. 09001 Burgos</p> <p>Phone: +34 947 25 80 99, Fax:</p> <p>Email: relin@ubu.es</p>
<p>and</p> <p>Institutional coordinator</p> <p>Administrative contact</p>	<p>Università degli Studi di Messina</p> <p>Erasmus Code: I MESSINA01 - ECHE Nr.: _____</p> <p>Dott.ssa Grazia De Tuzza, Head of Higher Education International Relations</p> <p>International Relations</p> <p>Piazza Pugliatti 1. 98122 Messina</p> <p>Phone: +390906764279, Fax: +390906764278</p> <p>Email: relint@unime.it</p>

The institutions named above 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.

Mobility numbers: Student mobility for studies

Subject area	Study cycle	Direction	Number	Months (total)	Departmental Coordinators
					E BURGOS01 / I MESSINA01
Education (1)	FST	ES > IT	4	40	Fernando Lezcano Barbero / Concetta Epasto
Education (1)	FST	IT > ES	4	40	Fernando Lezcano Barbero / Concetta Epasto
Foreign languages (222)	F	ES > IT	3	27	Raúl Urbina Fonturbel / Prof. Ssa Maria Luisa Garcia Rodrigo
Foreign languages (222)	F	IT > ES	3	27	Raúl Urbina Fonturbel / Prof. Ssa Maria Luisa Garcia Rodrigo
Mechanics and metal work (521)	F	ES > IT	1	10	José María Cámara Nebreda / Prof. Giuseppe Tito Aronica
Mechanics and metal work (521)	F	IT > ES	1	10	José María Cámara Nebreda / Prof. Giuseppe Tito Aronica
Electricity and energy (522)	F	ES > IT	1	10	José María Cámara Nebreda / Prof. Giuseppe Tito Aronica
Electricity and energy (522)	F	IT > ES	1	10	José María Cámara Nebreda / Prof. Giuseppe Tito Aronica
Building and civil engineering (582)	F	ES > IT	2	20	Francisco José Herranz Zorrilla / Prof. Giuseppe Tito Aronica
Building and civil engineering (582)	F	IT > ES	2	20	Francisco José Herranz Zorrilla / Prof. Giuseppe Tito Aronica

Mobility numbers: Staff mobility for teaching

Subject area	Direction	Number	Weeks (total)	Departmental Coordinators
				E BURGOS01 / I MESSINA01
Education (1)	ES > IT	1	5	Fernando Lezcano Barbero /
Education (1)	IT > ES	1	5	Fernando Lezcano Barbero /
Engineering and engineering trades (52)	ES > IT	1	5	José María Cámara Nebreda /

Contact details of departmental coordinators

Field	SMS	SMP	STA	Departmental coordinator - E BURGOS01	Departmental coordinator - I MESSINA01
1	X			Fernando Lezcano Barbero, Coordinador Académico Ciencias de la Educación Villadiego s/n, 09001 Burgos Phone: +34947258070, Fax: Email: flezcano@ubu.es	Concetta Epasto, Professore Ordinario Didattica e Pedagogia speciale Via Concezione, 6, 98100 Messina Email: Aldo.Epasto@unime.it
222	X			Raúl Urbina Fonturbel, Coordinador Académico Filología-Área de Lengua Española C/ Villadiego, s/nº, 09001 BURGOS Phone: +34 947 258032, Fax: Email: rurbina@ubu.es	Prof.ssa Maria Luisa Garcia Rodrigo, Academic Contact Dipartimento Civiltà Antiche e Moderne - Lingue e letterature straniere Viale Annunziata Polo Universitario - 98168 Messina E mail: mlgarcia@unime.it
521	X			José María Cámara Nebreda, Coordinador ECTS-IND Ingeniería Electromecánica Avda. Cantabria s/n, 09006 Burgos Phone: +34947258915, Fax: Email: checam@ubu.es	Prof. Giuseppe Tito Aronica, Academic Contact Ing. Civile Dip. Di Ingegneria Civile Email: aronica@ingegneria.unime.it
522	X			José María Cámara Nebreda, Coordinador ECTS-IND Ingeniería Electromecánica Avda. Cantabria s/n, 09006 Burgos Phone: +34947258915, Fax: Email: checam@ubu.es	Prof. Giuseppe Tito Aronica, Academic Contact Ing. Civile Dip. Di Ingegneria Civile Email: aronica@ingegneria.unime.it
582	X			Francisco José Herranz Zorrilla, Coordinador Académico Ingeniería Civil Avda. Cantabria s/n, 09006 Burgos Phone: +34947259407, Fax: Email: fherranz@ubu.es	Prof. Giuseppe Tito Aronica, Academic Contact Ing. Civile Dip. Di Ingegneria Civile Email: aronica@ingegneria.unime.it
1			X	Fernando Lezcano Barbero, Coordinador Académico Ciencias de la Educación Villadiego s/n, 09001 Burgos Phone: +34947258070, Fax: Email: flezcano@ubu.es	
52			X	José María Cámara Nebreda, Coordinador ECTS-IND Ingeniería Electromecánica Avda. Cantabria s/n, 09006 Burgos Phone: +34947258915, Fax: Email: checam@ubu.es	

Engineering and engineering trades (52)	IT > ES	1	5	José María Cámara Nebreda /
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The partners commit to amend the table above in case of changes in the mobility data by no later than the end of January in the preceding academic year.

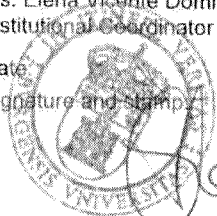
Further requirements and information about this agreement are included in two "Institutional data sheets", one for each of the institutions. These two documents are enclosed as two annexes and are an integral and necessary part of this Agreement. Both institutions agree to send an update of these Institutional fact sheets to the other party if significant changes occur.

This Agreement is valid for the duration indicated above and may be updated or terminated by mutual agreement. In the event of unilateral termination, a notice of at least one academic year should be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Signatures of the legal representatives/heads of institutions of both institutions

Universidad de Burgos
 Name and position of the official representative:
 Ms. Elena Vicente Domingo
 Institutional Coordinator

Date:
 Signature and stamp:



Elena Vicente Domingo

Università degli Studi di Messina
 Name and position of the official representative:

IL RETTORE

Prof. Pietro Navarra

Date:
 Signature and stamp:

Pietro Navarra



14 GEN. 2014

AP *[Handwritten marks]*



E-BURGOS01- ANNEX TO INTERINSTITUTIONAL AGREEMENT – PARTS C-F-Updated: November 2013

Erasmus+ Programme

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

Inter-institutional agreement 2014-2021

between programme countries

ANNEXES TO INTERINSTITUTIONAL AGREEMENT – PARTS C-F

ANNEX I: E BURGOS01: UNIVERSITY OF BURGOS

A Additional Information about higher education institutions. See main contact details in front page of agreement

See main contacts of International Office .Additional contacts at International Office

Receiving institution [Erasmus code]	Contacts Persons	Responsibility	Phone	Email
UNIVERSITY OF BURGOS E BURGOS01	Ms Asunción Albuín Delgado	Incoming students /staff	+ 34 947258840	relin3@ubu.es
	Ms Reyes Ortúñez Díez	Outgoing students / staff	+34 947259008	relin4@ubu.es
	Ms Belén González Gonzalo	Agreements andAccounting	+34 947259046	relin2@ubu.es

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 ¹	
				Student Mobility for Studies[Minimum recommended level: B1]	Staff Mobility for Teaching[Minimum recommended level: B2]
UNIVERSITY OF BURGOS E BURGOS01		Spanish (majority of courses)	English (limited number of courses) and wide number of "English friendly" courses	Strongly recommended: B1 Spanish language B1 English language (for English taught courses)	Strongly recommended: B2 Spanish or in English language (if host department agrees to teaching in English)

For more details on the language of instruction recommendations, see the course catalogue. For further information on "English friendly courses" refer to our courses catalogue.



D. Additional requirements E-BURGOS01

University of Burgos has the infrastructure to welcome students and staff with disabilities and has a Unit that takes care of students with disabilities. Each case is considered individually.

The possibility of fulfilling Final projects has to be arranged with the corresponding academic coordinators/Departments before including it in the Learning agreement.

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E BURGOS01	30 TH May for application 15 TH May for nomination	30 TH October for application 15 TH October for nomination

2. E BURGOS01: University of Burgos as the receiving institution will send its decision within **4 weeks**.
3. E BURGOS01: A **Transcript of Records** will be issued by the University of Burgos no later than **6 weeks** after the assessment period has finished at the receiving HEI
4. Termination of Agreement: The parties may terminate or modify the agreement before the agreed academic year. In the event of unilateral termination, a **notice of at least one academic year** should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information:

1. Grading system - E BURGOS01

The Spanish grading system is based on a 0-10 scale, being 5 the passing grade. The names of the grades in Spanish are:

Matrícula de honor (outstanding)		10
Sobresaliente (excellent)	-	9 to 9,9
Notable (very good)		7-8 to,9
Aprobado (from pass to good)		5 to 6,9
Suspenso (fail)	-	0 to 4,9

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
E BURGOS01	Ms. Asunción Albuín Delgado Email: relin3@ubu.es Phone: +34 947 258840	http://www.ubu.es/es/english-information/the-international-office/guide-for-foreign-students-and-visitors/what-to-do-upon-arrival/erasmus-exchange-students

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
E BURGOS01	Ms. Asunción Albuín Delgado Email: relin3@ubu.es Phone: +34 947 258840	http://www.ubu.es/es/english-information/the-international-office/guide-for-foreign-students-and-visitors/what-to-do-before-coming/erasmus-exchange-students

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
E BURGOS01	Ms. Asunción Albuín Delgado Email: relin3@ubu.es Phone: +34 947 258840	http://www.ubu.es/es/english-information/the-international-office/guide-for-foreign-students-and-visitors/accommodation

Frequently asked questions:

If the agreement is for 2 students for 10 months (example), will you allow 4 students for 5 months each instead?

YES

Are there any restrictions for Erasmus students when it comes to course selection? Are Erasmus students allowed to sign up for courses outside the subject area of the exchange agreement?

Erasmus students are required to enroll, at least, in one course in the School/Department/Subject area of the agreement. If the courses differ very much from the area included in the agreement, this has to be consulted with the School but E BURGOS is very flexible in allowing Erasmus students to take courses from other departments.