



Erasmus+ Programme, Inter-institutional agreement 2014/15-2020/21

between programme countries. Key Action 1

- Mobility for learners and staff – Higher Education, Student and Staff
Mobility

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 (email, phone)	Website (eg. of the course catalogue)
University of Granada Vice-Rector's Office for International Relations and Development Cooperation	E GRANADA01	Complejo Admvo. Triunfo, Cuesta del Hospicio, s/n E-18071 Granada Tel.: +34 958 241 990; Fax.: +34 958 243 009; vrinternacional@ugr.es	www.ugr.es http://internacional.ugr.es/
Faculty of Humanities		Nobuo Ignacio López Sako. Vicedecano de RR.II. Facultad de Filosofía y Letras. Campus de Cartuja s/n. 18071 Universidad de Granada. Granada (España). Tel: +34 958248956. Fax: + 35 958243561 incolettras@ugr.es	http://filosofiayletras.ugr.es/ /pages/servicios/relacionesin ternacionales
Università degli Studi di Messina	I MESSINA01	Institutional Coordinator: Dott.ssa Grazia De Tuzza Settore Relazioni Internazionali - Piazza S.Pugliatti, 1 I-98122 Messina Italy Phone: +39 090 6768531 +39 090 6768532 Fax: +39 090 6768332 Email: relint@unime.it Departmental Coordinator: Prof.ssa Donatella Siviero Dpt. of Ancient and Modern Civilizations Phone:+39 090 3503409 Email : dsiviero@unime.it	http://www.unime.it

B. Mobility numbers 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 September in the preceding academic year.

Student Mobility for Studies (SMS)

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle (1 st , 2 nd or 3 rd)	Total Number of students/Total number of months
					Student Mobility for Studies
E GRANADA01	I MESSINA01	023	Languages	1st	1/9

I MESSINA01	E GRANADA01	023	Languages	1st	2/12
-------------	-------------	-----	-----------	-----	------

Staff Mobility for Teaching

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days
				Staff Mobility for Teaching STA
E GRANADA01	I MESSINA01	023	Languages	<i>To be determined: will be agreed on upon request if there is a mutual interest. 1/7 days</i>
I MESSINA01	E GRANADA01	023	Languages	

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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level	
					Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
I MESSINA01		Italian	Italian	English (teachers / staff)	B1 (*)	B2

: Comments

I MESSINA01: Comments

- (*) There is no specific language level required, but it is deemed understood that students must have the necessary level to be able to attend lessons and sit exams.
- During both semesters, Italian basic language courses are offered (free of charge).

D. Additional requirements

Infrastructure to welcome students and staff with disabilities

I MESSINA01

The University of Messina welcomes students and staff with disabilities. For questions regarding services to students in need of individual arrangements in connection with studies and/or examinations, please see the following link: http://www.unime.it/sezione_disabili/

E. Calendar

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

Receiving institution	Winter term [Sept / Jan] or one academic year	Summer term [Feb / May]
I MESSINA01	Nomination deadline: May 15th Application Form: May 30 th	Nomination deadline: October 15 th Application Form: October 30 th

I MESSINA01

For more info see:

- <http://relint.unime.it/en/mobilita-in-entrata/>
- <http://relint.unime.it/en/mobilita-in-entrata/studio/>

F. Information

1. Grading systems of the institutions

I MESSINA01

<http://relint.unime.it/en/internazionalizzazione/diploma-supplement/>

<http://relint.unime.it/files/2012/09/Tabelle-di-Conversione-voti-con-il-sistema-ECTS-DM270-04.pdf>

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 MESSINA01	relint@unime.it	http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf (see Compulsory fulfillments-Italian immigration rules)

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 MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Health insurance)

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 MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Accommodation and meals)

5. Student Services

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/

I MESSINA01

<http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/>

Annex to Erasmus+ Inter-Institutional Agreement ¹

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	UNIVERSITY OF GRANADA
Erasmus Code	E GRANADA 01
EUC	28575-IC-1-2007-1-ES-ERASMUS-EUCX-1
Institution website	www.ugr.es
Online course catalogue	http://filosofiayletras.ugr.es/pages/docencia

1.2. Main contacts

Contact person	Dorothy Kelly
Responsibility	Vice-Rector's for International Relations and Development Cooperation
Contact details	Phone : + 34958241990, Fax : + 34 958243009, vrinternacional@ugr.es

Contact person	Service International Relations and Development Cooperation
Responsibility	All process at general office
Contact details	intlinfo@ugr.es , intlmobility@ugr.es , intlagreements@ugr.es Ph: +34958249030, fax: + 34958243009

Contact person	Nobuo Ignacio López Sako
Responsibility	Erasmus Coordinator for International Relations at Faculty of Arts and Humanities. Learning agreements, Bilateral agreements. Nominations IN-OUT
Contact details	Phone: + 34958248956, fax : + 34958243561 incoletras@ugr.es

Contact person	Ana M ^a López Morales
Responsibility	Inter. Relations office at Faculty of Arts and Humanities. Nominations IN-OUT, Bilateral agreements.
Contact details	Phone : + 34958220104, fax : + 34958243561 incoletras@ugr.es

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	ALL	SPANISH	[Minimum recommended level: B1]
Staff Mobility for Teaching			[Minimum recommended level: B2]

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Where there is a compulsory language requirement, it must be indicated in this agreement.

For more details on the language of instruction recommendations, please refer to our course catalogue.

2.2. Additional requirements

[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]

UGR Orientation Week is compulsory for incoming students

The University of Granada has the infrastructure to welcome students and staff with disabilities. See <http://ve.ugr.es/pages/sae>

2.3. Calendar

2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term/Full a.y.	Spring term
Nomination deadline: 1st of May Online application: 1 May - 15 June	Nomination deadline: 1st of October Online application: 1-31 October

Partner institutions should send nominations to: incoletas@ugr.es

Incoming Students should apply:

https://oficinavirtual.ugr.es/apli/intercambio/alumnos_in/index.html

2.3.2. Decision Response

We will send our decision within six weeks.

2.3.3. Academic calendar

	Autumn term [from - to]	Spring term [from - to]
E GRANADA01	September - February	February - July

2.3.4 Transcripts of Records

A Transcript of Records will be issued no later than five weeks after the assessment period has finished at our institution.

2.3.5. Termination of Agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. 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."]

3. Additional information

3.1. Grading system

In the Spanish university system, each course unit is graded on a scale from 0 to 10 points, and each numerical grade corresponds to a qualitative grade as follows: Suspenso (Fail): 0- 4.9 - Aprobado (Pass): 5- 6.9 - Notable (Good): 7- 8.9 - Sobresaliente (Very Good): 9- 10 - Matrícula de Honor: A special mention for outstanding performance limited to a maximum of 5% of students registered in a given course unit group. When a student does not take the corresponding examination or final assessment, this is reflected as No Presentado (Absent). To pass a course unit, a student must receive a grade of at least 5 points out of 10.

Statistical distribution of grades according to the descriptions in the ECTS users' guide¹ will be available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>. For mobility where Statistical distribution of grades is not available the University of Granada will apply the conversion table available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

¹ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Contact details	International Relations and Development Cooperation Office e-mail: intlinfo@ugr.es Tel: +34 958 249 030
Website	http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain

3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

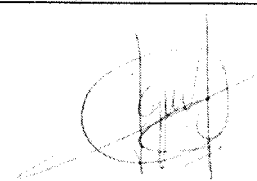
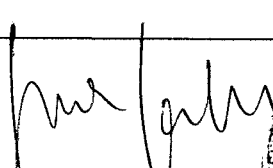
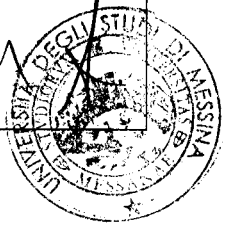
Contact details	International Relations and Development Cooperation Office e-mail: intlinfo@ugr.es Tel: +34 958 249 030
Website	http://internacional.ugr.es/pages/movilidad/estudiantes/salientes/seguros/seguros

3.4. Housing

Our institution will guide incoming student/staff 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:

Contact details	OFICINA DE GESTION DE ALOJAMIENTOS C/ Doctor Severo Ochoa, s/n Tel.: 00 34 958 244072 Fax: 00 34 958 243134 E-mail: alojamiento@ugr.es
Website	http://estudiantes.ugr.es/alojamientos3/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹
E GRANADA01	Signed by delegation of the Rector: JOSE ANTONIO PEREZ TAPIAS	21/10/2013	
I MESSINA01	Prof. Pietro Navarra Rector	18 MAR. 2014.	 

¹ Scanned signatures are accepted

Handwritten marks