



Erasmus+ Programme

Key Action 1

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

Inter-institutional¹ agreement 2021-2027 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)
Johannes Gutenberg-Universität, Mainz	D MAINZ01	<p>Erasmus+ Institutional Coordinator: Dr. Birgit Weiss E-Mail: erasmus@international.uni-mainz.de Phone: +49-6131-39 22902 Adress: Saarstrasse 21, 55099 Mainz, Germany</p> <p>Erasmus Departemental Coordinator: Prof. Dr. Tanja Schirmeister E-Mail: schirmei@uni-mainz.de</p>	<p>https://www.uni-mainz.de/</p> <p>https://www.international-office.uni-mainz.de/</p> <p>https://www.pharmazie.uni-mainz.de/</p>
UNIVERSITA DEGLI STUDI DI MESSINA	I MESSINA 01	<p>Erasmus Institutional Coordinator Dott. Giuseppe Lucchese, PhD Head of Organisational Unit International Mobility</p> <p>glucchese@unime.it</p> <p>Academic Coordinator</p> <p>Department of Chemical, Biological, Pharmaceutical and Environmental Sciences</p> <p>Prof. Nicola Micale nmicale@unime.it</p>	<p>https://www.unime.it/ https://international.unime.it/</p> <p>https://www.unime.it/it/dipartimenti/chibiofarm</p>

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*]	Student Mobility for Traineeships *
D MAINZ01	I MESSINA 01	12.5 (0916)	Pharmacy	1st	Thesis only	2x4 months
I MESSINA 01	D MAINZ01	12.5 (0916)	Pharmacy	1st	Thesis only	2x4 months

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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 *
D MAINZ01	I MESSINA 01	12.5 (0916)	Pharmacy	2x7 days	1x5 days
I MESSINA 01	D MAINZ01	12.5 (0916)	Pharmacy	2x7 days	1x5 days

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	Language of instruc-	Language of instruc-	Recommended language of instruction level ⁴
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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>)

⁴ 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>

[Erasmus code]		tion 1	tion 2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D MAINZ01	Pharmacy	See annex	See annex	See annex	See annex
I MESSINA 01	Pharmacy	Italian	English	Italian B1	English B2

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 MAINZ01: see annex

I MESSINA01: Students should highlight any disabilities at application stage so that their needs and requirements can be addressed and the right support assured prior to their acceptance. The University of Messina ensures support to both local and visiting students and staff with disability. Please refer to <https://www.unime.it/it/ateneo/servizidd>

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 MAINZ01	See annex	See annex
I MESSINA 01	June 15 th	November 15 th

2. The receiving institution will send its decision within **six weeks**.
3. A Transcript of Records will be issued by the receiving institution no later than **four weeks** after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

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 systems of the institutions

D MAINZ01: see annex

MESSINA01: <https://www.unime.it/it/international/ects-e-diploma-supplement-0>

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 MAINZ01	See annex	See annex
I MESSINA 01	erasmus@unime.it	https://international.unime.it/

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 MAINZ01	See annex	See annex
I MESSINA 01	erasmus@unime.it	https://international.unime.it/


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 MAINZ01	See annex	See annex
I MESSINA 01	erasmus@unime.it	https://international.unime.it/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
D MAINZ01	Dr. Birgit Weiß Institutional Coordinator	06.01.2021	

⁵ Scanned signatures are accepted

I MESSINA 01	Prof. Salvatore Cuzzocrea Rector of the University of Messina		Firmato digitalmente da: CUZZOCREA SALVATORE Motivo: Rettore Data: 17/02/2021 08:44:54
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Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet

Johannes Gutenberg-Universität Mainz, **Campus Mainz**

1. Institutional Information

1.1. Institutional details

Name of the institution	Johannes Gutenberg-Universität Mainz
Erasmus Code	D MAINZ 01
EUC	Nr. 29716
Institution website	http://www.uni-mainz.de
Online course catalogue	https://jogustine.uni-mainz.de

1.2. Main contacts

Contact person	Ms Dr. Birgit Weiss
Responsibility	Central management of the ERASMUS+ programme Teaching Staff Mobility, Staff Mobility, Bilateral Agreements
Contact details	Phone: +49613139 22902 Fax: +49 6131 39 27018 Email: erasmus@international.uni-mainz.de

Contact person	Ms Lenka Tucek
Responsibility	Central management of the ERASMUS+ programme Contact person for outgoing students
Contact details	Phone: +49613139 20039 Fax: +49 6131 39 27018 Email: erasmus@international.uni-mainz.de

Contact person	GIS Services: Mr Fouad Ahsayni/ Mr Jan Koloska
Responsibility	Contact person for incoming students
Contact details	Fax: +49 6131 39 20695 Email: gjs@international.uni-mainz.de

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	Any except Medicine and Biology	German / occasionally English	B1
Student Mobility for Studies	Medicine	German	B2 or B1 plus Language Course**
Student Mobility for Studies	Biology	German	B2
Staff Mobility for Teaching	Any	German / English	B2

* Level according to Common European Framework of Reference for Languages (CEFR).

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

** Obligatory language course offered by the Medical School

Exchange students do not have to pass a formal language examination in German in order to qualify for enrolment at JGU. We do, however, expect intermediate language proficiency in German equivalent to B1 since only a few departments offer courses in English. *Please check with the departmental coordinators before you nominate the students.*

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

<https://jogustine.uni-mainz.de> (Click "course catalogue")

Language courses for ERASMUS students are offered by the language center (ISSK) during the semester (all levels):

<https://www.blogs.uni-mainz.de/issk-eng/german-as-a-foreign-language/german-courses-for-international-students-enrolled-in-a-study-program/>

2.2. Calendar

2.2.1. Academic Calendar

The academic calendar is available online <http://www.studium.uni-mainz.de/fristen-und-termine-studium/> (German version only)

Exam period: There is no general exam period. Exams are usually scheduled for the last week of classes or for the weeks that follow.

InfoDays for exchange students:

Winter semester	Early October - Recommended arrival date: October 1
Summer semester	Early April - Recommended arrival date: April 1

2.2.2. Nomination Deadlines

Winter semester	May 15 th *
Summer semester	November 15 th *

Please use our online nomination form: <https://www.international-office.uni-mainz.de/nomination2021/>

* We will also consider late nominations.

Please note: special requirements apply to the **School of Music and the Academy of Fine Arts**.

For information on the additional nomination requirements, please read "4. Specific information on individual departmental requirements."

2.2.3. Application Deadlines and Procedures

Information about the application procedures is available online (including a PDF and a video-tutorial for the online application system): <http://www.studying.uni-mainz.de/application-and-admission/>

Applications must reach our institution by:

Winter semester	July 15*
Summer semester	January 15*

* We will also consider applications that arrive at a later date. But esp. for students who need to apply for a visa it is necessary to send the application as soon as possible.

2.2.4. Decision Response

We will send our decision within 5 weeks.

2.3. Choice of courses

All courses are listed in our online course catalogue: <https://jogustine.uni-mainz.de> (available without login, click "course catalogue"). Students are allowed to choose courses from different departments. It is recommended, however, to take at least 50% in the field they are enrolled in. Courses in Music, Sports, Arts and Medicine are in general not available to students from other departments.

2.4. Transcript of Records

A Transcript of Records will be issued by the respective departments no later than 5 weeks after the assessment period has ended at our institution.

2.5. Termination of Agreement

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

Number Grade	Corresponding Letter Grade
1,0	Sehr gut / Very good
1,3	Sehr gut / Very good
1,7	Gut / Good
2,0	Gut / Good
2,3	Gut / Good
2,7	Befriedigend / Satisfactory
3,0	Befriedigend / Satisfactory
3,3	Befriedigend / Satisfactory
3,7	Ausreichend /Sufficient
4,0	Ausreichend /Sufficient
5,0	Mangelhaft / Fail

Grade distribution tables for various subjects and study cycles are available under <https://sl.uni-mainz.de/service/einrichtung-aenderung-studiengaenge/notenverteilungstabellen-notenumrechnung/>

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:

Contact person	Ms Mehrnoush Hajipour / Mr. Jonathan Lasi
Responsibility	Visa assistance for incoming students
Contact details	Phone: +49 6131 3921225 Fax: +49 6131 3925548 - Email: service@international.uni-mainz.de
Website	https://www.international-office.uni-mainz.de/exchange/visa/

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.

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 person	N.N.
Responsibility	Contact person for incoming students/staff
Contact details	gis@international.uni-mainz.de
Website	https://www.international-office.uni-mainz.de/exchange/health-insurance/

3.4. Additional Requirements

JGU's Student Disabilities' Service offer assistance to help disabled students to complete their exchange period under the best possible conditions. <http://www.barrierefrei.uni-mainz.de/>

3.5. 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 person	Ms Petra Volanakis
Responsibility	Housing arrangements
Contact details	international@studierendenwerk-mainz.de
Website	https://www.studierendenwerk-mainz.de/ab/internationales/housing-international/
Application deadline	Winter semester: July 15 Summer semester: January 15
Special offer	If your students apply before the deadline the Studierendenwerk guarantees a room for ERASMUS students in one of the student dorms.

3.6. Buddy Program

Our institution offers a Buddy Program for international students: <https://www.studierendenwerk-mainz.de/internationales/making-friends/buddy/?L=3>

In addition the program "Fremde werden Freunde"/ "Foreigners become Friends" helps international students to get in touch with citizens of Mainz. <https://www.studierendenwerk-mainz.de/internationales/making-friends/foreigners-become-friends/?L=3>

4. Specific information on individual departmental regulations

4.1. School of Music

Please complete the ADDITIONAL nomination form (download: <https://www.international-office.uni-mainz.de/nomination2020/>) and send it together with the required documents listed below **via e-mail** to Univ.-Prof. Thomas Hell thell@uni-mainz.de OR **via regular mail** to

Hochschule für Musik Mainz an der Johannes Gutenberg-Universität Mainz
z. H. Herrn Univ.-Prof. Thomas Hell
Jakob-Welder-Weg 28, 55128 Mainz
D-55099 Mainz
Germany

Nomination deadline School of Music:

Winter semester: May 15th

Summer semester: December 15th

Supporting documents:

Please submit the following supporting documents with your nominations

- ✓ Letter of motivation (in English or in German),
- ✓ CV (in English or in German),
- ✓ 2 audio/video recordings covering different musical styles (each approx. 7 minutes or longer). Samples can be submitted via DVD, CD, YouTube or Dropbox

Decision response:

The School of Music will send the decision directly via email to the contact person at the sending institution as soon as possible.

Please note that each student nominated has to provide a sample of her/his skills along with the application documents. The decision about admission will largely be based on the student's skills. Admission is limited even for exchange students, since the School of Music offers one-on-one education and therefore has limited capacities for the number of students who can be enrolled.

If you need further information please contact Univ.-Prof. Thomas Hell thell@uni-mainz.de

4.2. Academy of Fine Arts

Please complete the ADDITIONAL nomination form (download: <https://www.international-office.uni-mainz.de/nomination2020/>) and send it together with the required documents listed below via e-mail to:

- **the preferred professor**

Our academy is structured with "Künstlerische Klassen" (classes for fine art, with well-known artists as professors in new media art, painting, drawing, sculpture, and film). If your students wish to apply for an exchange semester in fine arts, they should contact one of the professors at our school directly. They will find further information about the classes on our website: <https://www.kunsthochschule-mainz.de/kunsthochschule/lehre/>.

- **and in copy to the Student Advising Office, Kornelia Büttner, studienbuero@kunsthochschule-mainz.de**

Nomination deadline Academy of Fine Arts:

Winter semester: May 15th

Summer semester: December 15th

Please submit the following supporting documents by e-mail to the preferred professor and in copy to the Student Advising Office (studienbuero@kunsthochschule-mainz.de):

- ✓ Letter of motivation
- ✓ Curriculum vitae / passport photo
- ✓ Portfolio of works (20-30 artworks). There are no guidelines for the portfolio.

Decision response:

The Mainz Academy of Fine Arts will send the decision directly via e-mail to the contact person at the sending institution as soon as possible.

If you need further information please contact the Student Advising Office, Kornelia Büttner, studienbuero@kunsthochschule-mainz.de