



# Erasmus + Programme

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

## **Inter-institutional agreement 2018-2021** **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**

<b>Name of the institution</b> <b>(and department, where relevant)</b>	<b>Erasmus</b> <b>code</b>	<b>Contact details (email, phone)</b>	<b>Website</b> <b>(eg. of the course catalogue)</b>
<b>UNIVERSIDAD DEL PAÍS VASCO/ EUSKAL HERRIKO UNIBERTSITATEA (UPV/EHU)</b>	<b>E BILBAO01</b>	<b>Gorka Orueta,</b> <b>Director for International Mobility</b> Edificio Biblioteca Central, 2ª pl. Barrio Sarriena s/n 48940 LEIOA – (BIZKAIA) – SPAIN Phone: +34 94 601 2165 Fax: +34 94 601 3590 <a href="mailto:director.internacional@ehu.es">director.internacional@ehu.es</a> <b>Bilateral Agreements,</b> <b>International Relations Office</b> Vicerrectorado de Proyección Internacional Edificio Ignacio Mª Barriola, 1ª pl. Plaza Eihuyar, 1 20018 DONOSTIA-SAN SEBASTIAN (GIPUZKOA) – SPAIN Tel.: +34 943 018136 Fax: +34 943018230: <a href="mailto:agreements.internacional@ehu.es">agreements.internacional@ehu.es</a>	<a href="http://www.relaciones-internacionales.ehu.es">http://www.relaciones-internacionales.ehu.es</a>
<b>Faculty of Social and Communication Sciences</b>  <u>Contact Details for Students Mobility / Nomination</u> "0312 Political Science and Civics" field		<b>Academic Contact</b> <b>Alberto de la Peña</b> <b>Exchange Programmes Coordinator</b> Barrio Sarriena s/n — 48940 LEIOA (Bizkaia) — SPAIN Phone: +34 94 601 8378 Fax: +34 94 601 3299	<a href="http://www.ehu.eus/es/web/gkz-csc/all-the-information">http://www.ehu.eus/es/web/gkz-csc/all-the-information</a>

		socialescomunic.internacional@ehu.eus	
Faculty of Arts <u>Contact Details for Students Mobility / Nomination</u> "0222 History" field		<b>Isidora Emborujó</b> <b>Departamental Coordinator</b> <b>Vice-Dean for International Programmes</b> Paseo de la Universidad, 5 01006 VITORIA-GASTEIZ (SPAIN) Phone: +34 945013615 Fax: +34 945013201 <a href="mailto:letras.internacional@ehu.es">letras.internacional@ehu.es</a>	<a href="http://www.lettrak.ehu.es">http://www.lettrak.ehu.es</a>
UNIVERSITY OF MESSINA	I MESSINA01	<b>Erasmus Institutional Coordinator:</b> Dott. Giuseppe Lucchese International Relations Organisational Unit Piazza S.Pugliatti, 1 98122 Messina Italy Phone: +39 090 6768534 <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>  <b>Erasmus Departmental Coordinator:</b>  Prof. Luigi Chiara Dipartimento Scienze Politiche e Giuridiche Phone: +39 090 676 6002 E-mail: <a href="mailto:luigi.chiara@unime.it">luigi.chiara@unime.it</a>	<a href="http://www.unime.it/it/international">http://www.unime.it/it/international</a>  <a href="http://www.unime.it/it/dipartimenti/scipog">http://www.unime.it/it/dipartimenti/scipog</a>

## B. Mobility numbers<sup>1</sup> per academic year

[Paragraph to be added, 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 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E BILBAO01	I MESSINA01	0312	Political sciences and civics	1st	2 student(s) x 6 months each = 12	
		0222	History	1st	2 student(s) x 6 months each = 12	

<sup>1</sup> 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>)

I MESSINA01	E BILBAO01	0312	Political sciences and civics	1st	2 student(s) x 6 months each = 12	
		0222	History	1st	2 student(s) x 6 months each = 12	

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 *
E BILBAO01	I MESSINA01	0312	Political sciences and civics	5 days	
		0222	History	5 days	
I MESSINA01	E BILBAO01	0312	Political sciences and civics	5 days	
		0222	History	5 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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E BILBAO01		Spanish	English	B1 Spanish or English	B2 Spanish or English
I MESSINA01		Italian	English (only for teacher and staff mobility)	B1 Italian	B2 English

For more details on the language of instruction recommendations, see the course catalogue of each institution.

## D. Additional requirements

The UPV/EHU has a Disabled People's Service (<http://www.ikasleak.ehu.es/p202-shdischm/en/>) who works in the three campuses to attend to the needs of the university population with disabilities, taking into account each person's individual circumstances.

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/](http://www.unime.it/sezione_disabili/)

## 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 BILBAO01	June 30 <sup>th</sup>	November 30 <sup>th</sup>
I MESSINA01	Nomination deadline: May 15 <sup>th</sup> Application Form: May 30 <sup>th</sup>	Nomination deadline: October 15 <sup>th</sup> Application Form: October 30 <sup>th</sup>

- The receiving institution will send its decision within **4** weeks.
- A Transcript of Records will be issued by the receiving institution no later than **4** 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]*
- Termination of the agreement

This agreement will take effect in the **2018** academic year being valid for a period of **\_3\_** years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.
- Termination of the agreement will not be penalised.

*"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

Partner: web site for the Grading System:

#### E BILBAO01

(<http://www.ehu.es/en/web/nazioarteko-harremanak/en-grading-system-information>)

ECTS grading scale:

ECTS*	Local Mark	Local Grade	Definition
A	9,0 – 10	Sobresaliente	EXCELLENT
B	8,0 – 8,9	Notable	VERY GOOD
C	7,0-7,9	Notable	GOOD
D	6,0 – 6,9	Aprobado	SATISFACTORY
E	5,0-5,9	Aprobado	SUFFICIENT
FX-F	0 - 4,9	Suspenso	FAIL
	NP	No Presentado	INCOMPLETE. The student did not sit in the exam or did not hand in the assignments

\*Approximate correspondence of Marks with ECTS scale. For information purposes only.

ECTS credits:

one semester  
30 ECTS credits

one full academic year  
60 ECTS credits

#### I MESSINA01

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

<http://www.unime.it/sites/default/files/Tabella%20di%20Conversione%20voti%20DM%20270-04.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
E BILBAO01	Ministerio de Asuntos Exteriores y Cooperación	<a href="http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx">http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx</a> Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a>
I MESSINA01	<a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	<a href="http://www.unime.it/it/international/international-mobility/erasmus-incoming-students-study">http://www.unime.it/it/international/international-mobility/erasmus-incoming-students-study</a>

### 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 BILBAO01	<u>European Commission</u> (Employment, Social Affairs & Inclusion)	<ul style="list-style-type: none"><li>• <a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a></li><li>• <a href="http://www.ehu.eus/en/web/nazioarteko-harremanak/en-medicalinsurance">http://www.ehu.eus/en/web/nazioarteko-harremanak/en-medicalinsurance</a> (IMPORTANT)</li><li>• Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a></li></ul>
I MESSINA01	<a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	<a href="http://www.unime.it/it/international/international-mobility/erasmus-incoming-students-study">http://www.unime.it/it/international/international-mobility/erasmus-incoming-students-study</a>



### 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 BILBAO01	Campus of Biscay (Leioa): <a href="mailto:helpcentre2.internacional@ehu.es">helpcentre2.internacional@ehu.es</a>	<a href="http://www.ehu.eus/en/web/nazioarteko-harremanak/en-your-first-nights">http://www.ehu.eus/en/web/nazioarteko-harremanak/en-your-first-nights</a>
	Campus of Alava: <a href="mailto:helpcentre1.internacional@ehu.es">helpcentre1.internacional@ehu.es</a>	
I MESSINA01	<a href="mailto:erasmus@unime.it">erasmus@unime.it</a>	<a href="http://www.unime.it/it/international/international-mobility/erasmus-incoming-students-study">http://www.unime.it/it/international/international-mobility/erasmus-incoming-students-study</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
E BILBAO01	Gorka Orueta, Director for International Mobility	2017.07.21	
I MESSINA01	Prof. Pietro Navarra, Rector	28.09. 2019	

<sup>2</sup> Scanned signatures are accepted

