



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2017-2021<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
University of Huelva	E HUELVA01	Dr. María Losada Friend Director of International Relations and Modern Languages <a href="mailto:drinter@uhu.es">drinter@uhu.es</a> +34 959 219495 Academic Coordinator: Guillermo Galán Vioque <a href="mailto:vioque@dfint.uhu.es">vioque@dfint.uhu.es</a> + 34 959 219067	<a href="http://www.uhu.es/english/erasmusplusincoming/">http://www.uhu.es/english/erasmusplusincoming/</a>
Università degli Studi di Messina	I MESSINA01	Institutional Coordinator:	<a href="http://www.unime.it">http://www.unime.it</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Dott. Giuseppe Lucchese International Relations Organisational Unit Piazza S.Pugliatti, 1 98122 Messina Italy Phone: +39 090 6768534 Email: <a href="mailto:erasmus@unime.it">erasmus@unime.it</a>  <b>Departmental Coordinator</b>  Prof.a Maria Luisa Garcia Rodrigo Department of Ancient and Modern Civilization Email : <a href="mailto:mlgarcia@unime.it">mlgarcia@unime.it</a>	<a href="http://www.unime.it/dipartimenti/dicam/offerta">http://www.unime.it/dipartimenti/dicam/offerta</a>
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## B. Mobility numbers<sup>5</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 *
		0232	Literature and Linguistics (Hispanic )	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2 X 9 months each	
I MESSINA01	E HUELVA01	0231	Language Acquisition  (English Language Studies)	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2 X 9 months each	
		022	Humanities	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2 X 9 months each	
E HUELVA01	I MESSINA01	0232	Literature and Linguistics (Hispanic Studies)	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2 X 9 months each	

<sup>5</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>

		0231	Language acquisition (English Language Studies)	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2 X 9 months each	
		022	Humanities	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2 X 9 months each	

[\*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 *
E HUELVA01	I MESSINA01	023	Languages	2[5 days]	TBC
I MESSINA01	E HUELVA01	023	Languages	2[5 days]	TBC

### 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E HUELVA01		Spanish	English	B1	B2

<sup>6</sup> 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>

I MESSINA01		Italian	English / Spanish	B1	B2
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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

*[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]*

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

The University of Huelva welcomes students and staff with disabilities as long as the IO is sure that the necessary requirements can be met in Huelva. The International Office would need to be made aware of this as early as possible prior to the mobility period in order to prepare for the visit/exchange period.

#### 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 HUELVA01	Nominations 15/6 Applications 1 <sup>st</sup> July	Nominations 15/11 Applications 30 <sup>th</sup> November
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>

*[\* to be adapted in case of a trimester system]*

2. The receiving institution will send its decision within 2 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 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

*The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by June 1st of the year prior to the academic year concerned. 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**

*It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>7</sup>. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.*

E HUELVA01: [http://correo2.uhu.es/listas/d\\_read/socios-io/Traslation%20of%20Terms.doc](http://correo2.uhu.es/listas/d_read/socios-io/Traslation%20of%20Terms.doc)

I MESSINA01:

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

<http://relint.unime.it/files/2012/09/Tabella-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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
E HUELVA01	<a href="mailto:drinter02@sc.uhu.es">drinter02@sc.uhu.es</a>	<a href="http://www.uhu.es/english/erasmusplusincoming/">http://www.uhu.es/english/erasmusplusincoming/</a>
I MESSINA01	<a href="mailto:relint@unime.it">relint@unime.it</a>	<a href="http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf">http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf</a> (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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
E HUELVA01	<a href="mailto:drinter02@sc.uhu.es">drinter02@sc.uhu.es</a>	<a href="http://www.uhu.es/english/erasmusplusincoming/">http://www.uhu.es/english/erasmusplusincoming/</a>
I MESSINA01	<a href="mailto:relint@unime.it">relint@unime.it</a>	<a href="http://relint.unime.it/en/mobilita-In-entrata/informazioni-utili/">http://relint.unime.it/en/mobilita-In-entrata/informazioni-utili/</a> (see Health Insurance)

<sup>7</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)





#### 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 HUELVA01	Erasmus Student Network Huelva <a href="mailto:info@esnhuelva.es">info@esnhuelva.es</a>	<a href="http://www.esnhuelva.es">www.esnhuelva.es</a>
I MESSINA01	<a href="mailto:relInt@unime.it">relInt@unime.it</a>	<a href="http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/">http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/</a> (see Accommodation and meals)

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>8</sup>
E HUELVA01	Dr María Regla Fernández Garrido  Vice Rector, Research, Post Graduate Studies and International Relations	15-11-2016	  Universidad de Huelva
I MESSINA01	Prof. Pietro Navarra Rector	11 NOV. 2016	 

<sup>8</sup> Scanned signatures are accepted

