



Erasmus+ Programme – Key Action 1

Mobility for learners and staff – Higher Education Student and Staff Mobility
Inter-institutional agreement for the academic years 2014/2021
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

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website
University of Salamanca	E SALAMAN02	Institutional Coordinator: Vice-Chancellor for Internationalisation Cardenal Pla y Deniel nº 22, 1º 37008 Salamanca (Spain) Tf: +34 923294426 erasmus@usal.es Departmental Coordinator: Prof. Rebeca Jiménez Rodríguez Faculty of Economics and Business Administration Building FES Campus Unamuno 37007 SALAMANCA (Spain)	Course catalogue: http://www.usal.es Erasmus incomings: http://campus.usal.es/~e.u/ int.ec@usal.es Phone +34 923 294561/62
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	http://www.unime.it

		Departmental Coordinator: Prof. Gustavo Barresi Dept. of Economic, Business and Environmental Sciences Email : barresig@unime.it	
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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 January in the preceding academic year.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name	Study cycle ¹ [1 st , 2 nd or 3 rd]	Number of student mobility periods ²
E SALAMAN02	I MESSINA01	041	Business / Administr.	1st	1x10 or 2x5 (10 months)
I MESSINA01	E SALAMAN02	041	Business / Administr.	1st	1x10 or 2x5 (10 months)

Staff Mobility for Teaching

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 ³
E SALAMAN02	I MESSINA01	041	Business / Administr.	1 teaching min. 2 days plus travel time, min. 8 hours
I MESSINA01	E SALAMAN02	041	Business / Administr.	1 teaching min. 2 days plus travel time, min. 8 hours

***ISCED Area Code:** <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

¹ 1st: Undergraduate, 2nd: master or 3rd: PhD. - Faculties or Schools at the University of Salamanca are allowed to sign undergraduate mobility exchange agreements. For 2nd (master) or 3rd (PhD) mobility exchanges, the names of the specific programs must be specified and will require the approval of the Directors or relevant Academic Commissions.

² Total number of months of the study period.

³ Total number of days of teaching periods or average duration.

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]	Language of instruction	Recommended language of instruction level ⁴	
		Student Mobility for Studies	Staff Mobility for Teaching
E SALAMAN02	Spanish	Minimum recommended level: B1 No certificate required	Minimum recommended level: B2 No certificate required
I MESSINA01	Italian	B1 (*)	B2 (Italian/ English)

(*) 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

University of Salamanca: Support is offered to students and staff with special need or disability. See <http://sas.usal.es>

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 [Erasmus code]	Autumn term* [month]	Spring term* [month]
E SALAMAN02	15 th July	15 th July
I MESSINA01	Nomination deadline: May 15 th Application Form: May 30 th	Nomination deadline: October 15 th Application Form: October 30 th

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

2. The receiving institution will send its decision within **max. six weeks** after the receipt of the complete application.

3. A **Transcript of Records** will be issued by the receiving institution no later than **five weeks** after the assessment period has finished at the receiving HEI.

4. Termination of the agreement:

In the event of unilateral termination of the inter-institutional agreement, 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.

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

University of Salamanca grading system

In the Spanish university system, each course unit is graded on a scale from 0 to 10 points, and each numerical grade correspond 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 – Matricula de Honor: A special mention for outstanding performance limited to a maximum of 2 % 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 to 10.

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
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E SALAMAN02	International Relations Office e-mail: erasmus@usal.es Tf: +34 923294426	http://campus.usal.es/~rrii/guiaEstudiantesInternacionales.php
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
E SALAMAN02	International Relations Office e-mail: erasmus@usal.es Tf: +34 923294426	http://campus.usal.es/~rrii/guiaEstudiantesInternacionales.php
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.



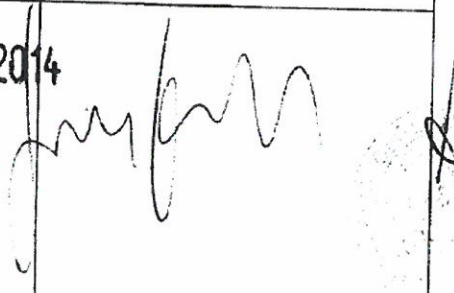
Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E SALAMAN02	University of Salamanca Residence Halls	http://www.usal.es/residen/
	University Guidance Office (Flats, rooms, houses...) e-mail: sou@usal.es	http://sou.usal.es/Alojamiento
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/

5. Student Services

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E SALAMAN02		
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹
E SALAMAN02	Vº Bº Vice-Chancellor for Internationalisation	01.04.2014	
	Departmental Coordinator: Prof. Rebeca Jiménez Rodríguez <i>Faculty of Economics and Business Administration</i>	01.04.2014	
I MESSINA01	Prof. Pietro Navarra Rector	31 MAR. 2014	

¹ Scanned signatures are accepted

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