



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITATEA „STEFAN CEL MARE” SUCEAVA	RO SUCEAVA01	<u>Contact person</u> Assoc.Prof. Angela ALBU Tel: +40 230 216147 Email: angelaa@seap.usv.ro <u>Institutional Coordinator:</u> Prof. Stefan PURICI – Office for European Affairs, str. Universitatii, nr. 13, 720229 – Suceava; tel. +230520316; Fax: +40230520316 email: relint@usv.ro	www.usv.ro/relint/llp_erasmus.php
UNIVERSITA DEGLI STUDI DI MESSINA	I MESSINA01	Dott.ssa Grazia De Tuzza Institutional Erasmus Coordinator Settore Relazioni Internazionali Piazza S. Pugliatti, 1 98122 Messina Italy Phone: +39 090 676 8500/8531/8532/8506 Fax: +39 090 6768332 Email: relint@unime.it Prof. Giovanni Moschella Erasmus Departmental Coordinator Dept. of Giuridical Sciences and History of the Institutions e-mail: moschel@unime.it	http://relint.unime.it/en/ http://www.unime.it/dipartimenti/discesi/offerta

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁴ 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 *
RO SUCEAVA01	I MESSINA01	340 (041)	Business and administration	1 st	2 students x 5 months	
I MESSINA01	RO SUCEAVA01	340 (041)	Business and administration	1 st	2 students x 5 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 *

⁴ 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>)

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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 ⁵	
				Student Mobility for Studies Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
RO SUCEAVA01	340 (041)	Romanian	English – some courses can be provided in English	B1 - English	B2- English
I MESSINA01	Law	Italian	English (only for teachers and staff)	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

RO SUCEAVA01: A language certificate or confirmation for students, from sending institution (signed by a staff of university or faculty or department). It must be submitted together with the student's application form.

D. Additional requirements

RO SUCEAVA01:

- Incoming students can be registered only for the subject area and study level that are mentioned in the Erasmus bilateral agreement;
- Incoming teaching staff and non-teaching staff must be individually accepted by the USV faculty / department/service;
- In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Office for European Affairs relint@usv.ro

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/

⁵ 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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
RO SUCEAVA01	01 st August	01 st August
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 5 weeks, provided the documents are complete.
3. A Transcript of Records will be issued by the receiving institution no later than 5 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 institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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

RO SUCEAVA01:

www.usv.ro/relint/pagini/incoming/General_Information.pdf

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
RO SUCEAVA01	Office for European Affairs Tel: +40 230 520316; +40 230 217147 Fax: +40 230 520316; Email: relint@usv.ro	www.usv.ro/relint/pagini/incoming/General_Information.pdf

I MESSINA01	relint@unime.it	http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf (see Compulsory fulfillments-Italian immigration rules)
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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
RO SUCEAVA01	Office for European Affairs Tel: +40 230 520316; +40 230 217147 Fax: +40 230 520316; Email: relint@usv.ro	www.usv.ro/relint/pagini/incoming/General_Information.pdf
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Health insurance)

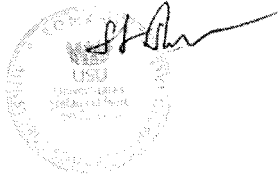

4. Housing

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
RO SUCEAVA01	Office for European Affairs Tel: +40 230 520316; +40 230 217147 Fax: +40 230 520316; Email: relint@usv.ro	www.usv.ro/relint/pagini/incoming/General_Information.pdf
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Accommodation and meals)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
RO SUCEAVA01	Prof. Valentin POPA, Ph.D.Eng. – Rector	18/11/2013	
I MESSINA01	Prof. Pietro Navarra Rector	6 FEB. 2014	

⁶ Scanned signatures are accepted

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