



Erasmus+ Programme

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

Inter-institutional agreement 2014-15 – 2020-21 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 (eg. of the course catalogue)
Thomas More Mechelen-Antwerpen	B ANTWERP60 B MECHERE 14	Annemie Gommers Head International Office - Thomas More Mechelen-Antwerpen Zandpoortvest 13 - B-2800 Mechelen, Belgium Tel +32 15 369 155 email annemie.gommers@thomasmore.be <u>Departmental coordinator:</u> Coordinator Applied Psychology	www.thomasmore.be/english

		Mrs. Karen Verniers +32 3 241.08.29 Karen.verniers@thomasmore.be Molenstraat 8 2018 Antwerpen Belgium	
UNIVERSIDAD DE JAÉN	E JAEN01	M ^a Victoria López Ramón, Vice-Chancellor of Internationalization ; Phone +34 953 212194 E-mail: secrel@ujaen.es Sebastian Bruque; International Mobility Programmes Coordinator ; Phone +34 953 212620 E-mail: sbruque@ujaen.es David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/academics_home.php

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

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods for studies/traineeships	
					Students	Months (average duration)
B ANTWERP60	E JAEN01	311	Psychology	1 ST	2 x 5 m	
E JAEN01	B ANTWERP60	311	Psychology	1 ST	2 x 5 m	

Staff Mobility

FROM	TO	Subject area code	Subject area name	Staff Mobility for Teaching & Staff Mobility for Training	
				Teachers	Days (average duration)
B ANTWERP60	E JAEN01	311	Psychology	1 X 5 days (8h)	
E JAEN01	B ANTWERP60	311	Psychology	1 X 5 days (8h)	

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]
B ANTWERP60		Dutch	English	B2	B2
E JAEN01		Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English

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

For Thomas More Antwerpen:

Exchange students are only accepted on the basis of a nomination by the home institution.

English courses are only taught during the autumn semester.

The partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B2.

Services for incoming students:

Welcome week: activities are organized for international students where students get information about the university colleges and the programmes in general, administrative issues, and student activities. The integration of incoming students is fostered also in the areas of education and social life.

Thomas More has infrastructure to welcome students and staff with disabilities. Each application will be dealt individually in order to ensure the best possible support.

E JAEN01:

Information for Disabled Students: <http://www10.ujaen.es/conocenos/servicios-unidades/neduespeciales/inicio>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
B ANTWERP60	May 1 st	October 31 st
E JAEN01	30 June	30 November

2. The receiving institution will send its decision within 3 weeks.
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.
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

For Thomas More Antwerpen:

For incoming international students, a Transcript of Records, which contains the code and title of the completed courses, credits, grade, and its ECTS-compatible grade, will be issued at the end of the semester.

A student passes a course when he/she obtains at least 10/20.

The ECTS-grade is calculated for each course on the percentage of the successful students.

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

E JAEN01

Grade in Spanish Academic Records	Definition	Numerical mark	Estimated ECTS Grade	Definition
4	Matrícula de Honor	10	A+	Top Qualification in Class or Subject
3	Sobresaliente	9-10	A	Highest 10%
2	Notable	7.8-9	B	Next 20%
1	Aprobado	5.6-9	C-D	Next 65%
	Suspense	0-4.9	FX-F	Not Pass

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 information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
B ANTWERP60		http://www.thomasmore.be/english/visa
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprenon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

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. Incoming students are responsible for insuring themselves prior to the arrival at the Host Institution.

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 information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
B ANTWERP60		http://www.thomasmore.be/english/insurance
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

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 information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
B ANTWERP60		http://www.thomasmore.be/english/accommodation
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
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<p>THOMAS MORE MECHELEN- ANTWERPEN</p> <p>B ANTWERP60</p>	<p>Annemie Gommers</p> <p>Head, International Office, Thomas More Mechelen- Antwerpen</p>	<p>22/04/2014</p>	 <p>THOMAS MORE International Relations Manager</p>
<p>E JAEN01</p>	<p>The Rector (On his behalf by Resolution of June 9th 2011) Signed: M^a Victoria López Ramón, Vice-Chancellor of Internationalization</p>	