

Erasmus+ Programme

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

Inter-institutional¹ agreement 2017-20[21]² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Universidad de Jaen	E JAEN01	Sebastián Bruque Cámara, Vice-President of Internationalization ; Phone +34 953 212194 E-mail: secrel@ujaen.es Juan Ráez; Director of International Mobility; Phone +34 953 212620 E-mail: jraez@ujaen.es Alina Ocaña Jódar;	http://www.ujaen.es/serv/vicini/home/academics_home http://estudios.ujaen.es/listadogradoss

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

² Higher Education Institutions have to agree on the period of validity of this agreement

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

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

		Head of the International Relations Office; E-mail: alocana@ujaen.es	
University of Brighton	UK BRIGHTO02	<p>For Agreement Renewal: María Birch Deputy Head of the School of Health Sciences: Partnerships BSc (Hons) Podiatry Course Leader School of Health Sciences Robert Dodd Eastbourne BN20 7UR, UK m.birch2@brighton.ac.uk</p> <p>School Coordinator: Dr. Raija Kuisma, (Ms.) PhD.MSc.MCSP</p> <p>Principal Lecturer, Course Leader of MSc in Rehabilitation Science (Physiotherapy) International Student Tutor, European Projects Lead School of Health Sciences University of Brighton www.brighton.ac.uk Robert Dodd Building 49 Darley Road Eastbourne BN20 7UR UK Tel: 00 44 (0)1273 644198 E-Mail: r.kuisma@brighton.ac.uk</p> <p>Academic Services:</p> <p>Philippa Bayless Quality Officer Partnership Office (Quality and Standards) Academic Services University of Brighton Watts House (Room 1b) Lewes Road</p>	www.brighton.ac.uk

		Brighton BN2 4GJ UK Tel: +44 (0)1273 644746 erasmus@brighton.ac.uk	
[...]			

B. Mobility numbers⁵ 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 *
UK BRIGHTO 02	E JAEN01	n/a	n/a	n/a	n/a	n/a
E JAEN01	UK BRIGHTO 02	n/a	n/a	n/a	n/a	n/a

*[*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.]*

⁵ 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>)

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 *
UK BRIGHT002	E JAEN01	0915	Therapy and rehabilitation (PHYSIOTHERAPY)	1 teacher (minimum 2 days, 8 teaching hours)	n/a
E JAEN01	UK BRIGHT002	0915	Therapy and rehabilitation (PHYSIOTHERAPY)	2 teachers (minimum 2 days, 8 teaching hours)	n/a

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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]

⁶ 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 JAEN01		Spanish	English	n/a	Spanish B2; or English B2 for courses taught in English
UK BRIGHTO02		English		n/a	CEFR B2

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.]

University of Brighton

For incoming staff with a disability or health issue, please contact occupationalhealthadmin@brighton.ac.uk

Further information for incoming students with disabilities can be found on the following web page: <http://www.brighton.ac.uk/disability/admissions.php?PageId=351>

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 JAEN01	n/a	n/a
UK BRIGHTO02	n/a	n/a

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

2. The receiving Institution will send its decision within [6] weeks.
3. A Transcript of Records will be issued by the receiving Institution no later than [8] 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]

University of Brighton

University of Brighton requires the ratification of assessment results by an Examination Board before a transcript can be issued to students. For those subject areas which only hold one exam board per year at the end of the academic year in July, transcripts will not be issued to students until after that Examination Board has met and ratified results.

4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "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' guide⁷. 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.]

University of Brighton

The University of Brighton's assessment regulations and policy documents are available at

<http://staff.brighton.ac.uk/reg/acs/Pages/Assessment-and-regulations.aspx>

The University has developed standard marking/grading scales and criteria. These are available as follows:

Undergraduate marking/grading scale

<http://staff.brighton.ac.uk/reg/acs/docs/Undergraduate%20marking-grading%20scale.pdf>

Undergraduate marking/grading criteria

⁷ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

<http://staff.brighton.ac.uk/reg/acs/docs/Undergraduate%20marking-grading%20descriptors.pdf>

Postgraduate marking/grading scale

<http://staff.brighton.ac.uk/reg/acs/docs/Postgraduate%20marking-grading%20scale.pdf>

Postgraduate marking/grading criteria

<http://staff.brighton.ac.uk/reg/acs/docs/Postgraduate%20marking-grading%20descriptors.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 JAEN01	Alina Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/index
UK BRIGHT 002	For students: https://www.brighton.ac.uk/International/applying-here/visas-and-immigration/visa-enquiry-form.aspx For staff: erasmus@brighton.ac.uk	For students: http://www.brighton.ac.uk/International/Immigration/ For staff: https://www.brighton.ac.uk/humanresources/

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 JAEN01	Allna Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/seguro_sanitario
UK BRIGHTO02	erasmus@brighton.ac.uk	www.brighton.ac.uk

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 JAEN01	Allna Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/upload_buddy_ext_f http://www.ujaen.es/serv/vicint/home/alojamiento
UK BRIGHTO02	Brighton accommodation@brighton.ac.uk 00 44 (0)1273 644100 Eastbourne a.eastbourne@brighton.ac.uk 00 44 (0)1273 643810 Hastings accomhastings@brighton.ac.uk Tel: 00 44 1273 644631 or 641787	http://www.brighton.ac.uk/accommodation/

--	--	--

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
E JAEN01	The Rector (On his behalf by Resolution of April 29 th 2015) Signed: Sebastián Bruque Cámara, Vice-President for Internationalization	22.02.17.	
UK BRIGHT002	Professor Chris Pole Deputy Vice- Chancellor	14/17	



⁸ Scanned signatures are accepted

