



Erasmus+ Programme


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

Inter-institutional¹ agreement 2014-20[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)
 IUT de Bordeaux Site de Périgueux	F BORDEAU 58	Director of the International Relations Office Veronique Debord-Lazaro veronique.debord-lazaro@u-bordeaux.fr Erasmus Officer : Vanessa Chalumeau vanessa.chalumeau@u-bordeaux.fr International Office 16 avenue Leon Duguit – CS 50057, 33608 Pessac, France Tel : +33 556 84 86 39 Institutional Coordinator Nadine Estève nadine.esteve@u-bordeaux.fr Tel: +33 5 53 02 58 59 IUT Périgueux, Campus Périgord – CS 21201, Rond-Point Suzanne Noël, 24019 Périgueux cedex, France Business Department Coordinator Line Dupuy line.dupuy@u-bordeaux.fr Chemistry Department Coordinator Pauline Junquet Pauline.junquet@u-bordeaux.fr	https://iut-perigueux.u-bordeaux.fr/Formations/DUT-Carrieres-sociales2/Notre-formation https://iut-perigueux.u-bordeaux.fr/Formations/DUT-Tech-de-Co2 https://iut-perigueux.u-bordeaux.fr/Formations/DUT-Genie-chimique-Genie-des-Procedes2

UNIVERSIDAD DE JAEN	E JAEN 01	<p>Victoria LOPEZ-RAMON, secrel@ujaen.es Campus las Lagunillas, Ed. Rectorado s/n – 23071 – Jaén – Espagne Tél: +34 953 21 21 94 Fax :+34 953 21 26 12</p> <p>Sebastian Bruque ; International Mobility Programmes Coordinator Tél : +34 953 212620 sbruque@ujaen.es</p> <p>David Penafuerte ; International Relations Officer +34 953 213479</p>	<p>http://www.ujaen.es/serv/vicint/home/academics_home.php</p>
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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 S *
F BORDEAU 58	E JAEN 01	1015	Tourism Development	1st	2 x 10=20 months	Not applicable
		711	Chemical Engineering	1st	2 x 10=20 months	Not applicable
		041	Business	1st	1 x 10=10 months	Not applicable
E JAEN 01	F BORDEAU 58	1015	City Planning Tourism Development	1st	2 x 10=20 months	Not applicable
		711	Chemical Engineering	1st	2 x10=20 months	Not applicable
		041	Business	1st	1x10=10 months	Not applicable

*[*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 *
F BORDEAU 58	E JAEN 01	1015	Tourism Development	1 x 5 days = 8 hours	
		711	Chemical Engineering	1 x 5 days = 8 hours	
		041	Business	1 x 5 days = 8 hours	
E JAEN 01	F BORDEAU 58	1015	City Planning Tourism Development	1 x 5 days = 8 hours	
		711	Chemical Engineering	1 x 5 days = 8 hours	
		041	Business	1 x 5 days = 8 hours	

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]
F BORDEAU 58	E JAEN 01	Spanish	English	Spanish B1 or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English
E JAEN 01	F BORDEAUX 58	French		French B1	French B2

Note: the recommended language of instruction level at AAU applies to **all** study programmes/courses.

D. Calendar - Nominations

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
F BORDEAU 58	May 31 st	November 15 th
E JAEN 01	June 30	November 30

Partner institutions should send nominations by email to:

F BORDEAU 58 : Institutional Coordinator, Nadine Estève, Nadine.esteve@u-bordeaux.fr

E JAEN 01: dprendon@ujaen.es

- The receiving institution will send its decision within 6-8 weeks after deadline.
- 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.
- Termination of the agreement : *[In the event of unilateral termination, a notice of at least one academic year should be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.]*

F. Information

Grading systems of the institutions

IUT PERIGUEUX: ECTS Grading Scale	Excellent	Très bien	Satisfaisant	Assez satisfaisant	Moyen Convenable	Insuffisant
Note entre/ Mark between :	18-20	16-18	14-16	12-14	10-12	0-9,9
Definition	Excellent: outstanding performance	Very Good work	Good	Fairly good	Sufficient	Fail

E JAEN 01 Grade in Spanish Academic Records	Defintion	Numerical mark	Estimated Grade	ECTS	Definition
4	Matricula de Honeur	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%
	Suspensio	0 - 4.9	FX – F		Not Pass

ECTS Credits : One Semester : 30 ECTS – One Full Academic Year : 60 ECTS (partner): please fill in the missing data

2. Course Catalogue :

F BORDEAU 58 :

City Planning Tourism Development *Gestion Urbaine Développement*

Touristique: <https://iut-perigueux.u-bordeaux.fr/Formations/DUT-Carrieres-Sociales-Gestion-Urbaine>

Chemical Engineering *Génie Chimique* : <https://iut-perigueux.u-bordeaux.fr/Formations/DUT-Genie-chimique-Genie-des-Procedes2>

Business *Techniques de Commercialisation* : <https://iut-perigueux.u-bordeaux.fr/Formations/DUT-Tech-de-Co2>

E JAEN 01 : http://www.ujaen.es/serv/vicint/home/academics_home.php

3. 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
F BORDEAU 58	IUT de Bordeaux Site de Périgueux Institutional Coordinator Nadine Esteve nadine.esteve@u-bordeaux.fr Tel: +33 5 53 02 58 59	http://iut-perigueux.u-bordeaux.fr/International/Etudiants-etrangeurs
E JAEN 01	David Penafuerte; International Relations Officer Tel: +34 953 213479 dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

4. 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
F BORDEAU 58	IUT de Bordeaux Site de Perigueux Institutional Coordinator Nadine Esteve nadine.esteve@u-bordeaux.fr	http://iut-perigueux.u-bordeaux.fr/International/Etudiants-etrangers
E JAEN 01	David Penafuerte; International Relations Officer Tel: +34 953 213479 dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

5. 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
F BORDEAU 58	IUT de Bordeaux Site de Perigueux Institutional Coordinator Nadine Esteve nadine.esteve@u-bordeaux.fr	http://iut-perigueux.u-bordeaux.fr/International/Etudiants-etrangers
E JAEN 01	David Penafuerte; International Relations Officer Tel: +34 953 213479 dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

6. Students and Staff with Disabilities, contact details:

F BORDEAU 58: Institutional coordinator, Nadine Estève Nadine.esteve@u-bordeaux.fr

E JAEN 01: <http://www10.ujaen.es/conocenos/servicios-unidades/neduespeciales/inicio>
diversidad@ujaen.es

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
F BORDEAU 58	Benoît JAMET Directeur Adjoint IUT de Bordeaux Site de Périgueux	20/07/2016	
E JAEN 01	Sebastian Bruges UP for International action	03/08/16	

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.

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>

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>

⁷ Scanned signatures are accepted