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**Erasmus+ Programme**  
**Key Action 1**  
**- Mobility for learners and staff -**  
**Higher Education Student and Staff**  
**Mobility**

**Inter-institutional agreement 2014-2021**  
**between programme countries**  
**[Minimum requirements]<sup>1</sup>**

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 <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDAD DE JAÉN	E JAEN01	M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization ; Phone +34 953 212194 E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a>  Sebastian Bruque; International Mobility Programmes Coordinator ; Phone +34 953 212620 E-mail: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a>  David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/academic_home.php">http://www.ujaen.es/serv/vicint/home/academic_home.php</a>
Università di Camerino (UNICAM)  International Relations Office/ Erasmus mobility	I CAMERIN01	Ms. Anna Pupilli  Via Pieragostini n.18 -62032 Camerino (MC) Italy  Tel. +39 0737 404619  Fax + 39 0737 404610  <a href="mailto:erasmus@unicam.it">erasmus@unicam.it</a>	<a href="http://www.unicam.it">www.unicam.it</a>
School of Law		Prof. Carlotta Latini  Piazza Cavour 19/F 62032 Camerino (MC)	<a href="http://web.unicam.it/juris/">http://web.unicam.it/juris/</a>

<sup>1</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Tel.+39 0737 403051 carlotta.latini@unicam.it	
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## B. Mobility numbers<sup>3</sup> 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 <sup>4</sup>	Number of student mobility periods <sup>5</sup>
E JAEN01	I CAMERIN01	380	Law	1 <sup>st</sup> and 2 <sup>nd</sup>	3(18)
I CAMERIN01	E JAEN01	380	Law	1 <sup>st</sup> and 2 <sup>nd</sup>	3(18)

### 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 <sup>6</sup>
E JAEN01	I CAMERIN01	380	Law	1(5 days/5 hours)
I CAMERIN01	E JAEN01	380	Law	1(5 days/5 hours)

<sup>3</sup> ISCED Area Code: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

<sup>4</sup> 1<sup>st</sup>: undergraduate, 2<sup>nd</sup>: master or 3<sup>rd</sup>: PhD.

<sup>5</sup> Total number of months of the study period.

<sup>6</sup> 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 1	Language of instruction 2 <sup>7</sup>	Recommended language of instruction level <sup>8</sup>	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: 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
I CAMERIN01	Italian	English	B1	B2

Where there is a compulsory language requirement, it must be indicated in this agreement. 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<sup>9</sup>

#### **Additional requirements at the University of Jaen**

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

#### **Additional requirements at the University of Camerino**

1) The University of Camerino has a welcome office for students with disabilities. See <http://www.unicam.it/disabili/>

<sup>7</sup> Language of instruction is described in the Course Catalogue at <http://www.ugr.es/pages/estudios>

<sup>8</sup> 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>

<sup>9</sup> 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.]

## 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	30 June	30 November
I CAMERINO1	15 June	15 November

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

3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
E JAEN01	Beginning of September-end of January	February-July
I CAMERINO1	Beginning of October-end of February	March- July

4. 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.

5. Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior the date of notification must be admitted by the receiving institution.* 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

#### *University of Jaen grading system*

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

### **University of Camerino grading system**

*Italian grading system is based on numerical marks which may vary between 18 and 30:*

*18-19 is the minimum pass grade,*

*marks between 20-24 correspond to a satisfactory performance*

*marks between 25-27 correspond to a good performance,*

*marks between 28-29 correspond to a very good performance ;*

*30 corresponds to full marks and a distinction (lode) may be added to this maximum grade as a mention of special merit .*

*Statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>10</sup> will be available at <http://international.unicam.it/grades>*

*For mobility where statistical distribution of grades is not available the University of Camerino will apply an internal conversion table.*

## **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	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
I CAMERIN01	Welcome office/International Relations office	<a href="http://www.unicam.it/international/foreign/">http://www.unicam.it/international/foreign/</a>

## **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:

<sup>10</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
I CAMERIN01	Ufficio Acquisti ed Economato Via del Bastione - <a href="mailto:afin@unicam.it">mailto: afin@unicam.it</a> tel. +39 0737 403091	<a href="http://www.unicam.it/international/foreign/insurances.asp">http://www.unicam.it/international/foreign/insurances.asp</a>

#### 4. Additional Information

Academic Tutor at the University of Jaen:  
**Prof. Domingo Jiménez Liébana**  
[djimenez@ujaen.es](mailto:djimenez@ujaen.es)

Administrative contact person at International Relations Office:  
**David Peñafuerte Rendón**  
[dprendon@ujaen.es](mailto:dprendon@ujaen.es)

Academic Coordinators at the University of Camerino:  
**Prof. Carlotta Latini**  
School of Law  
Piazza Cavour 19/F, 62032 Camerino (MC)  
Email: [carlotta.latini@unicam.it](mailto:carlotta.latini@unicam.it)  
Phone + 39 0737 403051

Administrative contact person at International Relations Office :  
**Anna Pupilli**  
Via Pieragostini n.18 – 62032 Camerino (MC)  
Tel. + 39 0737 404619 Fax + 39 0737 404610  
Email : [erasmus@unicam.it](mailto:erasmus@unicam.it) [anna.pupilli@unicam.it](mailto:anna.pupilli@unicam.it)

#### 5. Housing

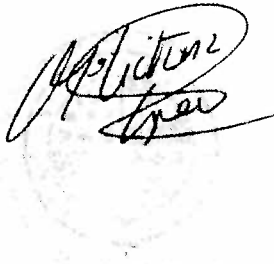
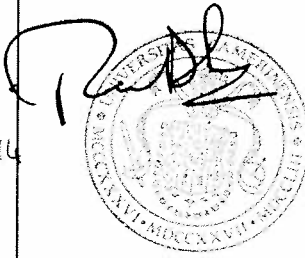
The receiving Institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
I CAMERIN01	Erasmus Office in collaboration with	<a href="http://www.unicam.it/international/foreign/food.asp">http://www.unicam.it/international/foreign/food.asp</a> <a href="http://www.ersucam.it/">http://www.ersucam.it/</a>

	ERSU office	
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**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>11</sup>
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization	12/03/14	
I CAMERINO1	Prof. Renato De Leone Delegate for International Mobility	17.03.2014	

<sup>11</sup> Scanned signatures are accepted