

# Erasmus+ Programme

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

## Inter-institutional agreement 2016-2021 between programme countries

[Minimum requirements]

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)
Radboud University Nijmegen	NL NIJMEGE01	<b>Central level</b> Mr. Rob van Leeuwen, MA, Institutional Erasmus coordinator, International Office, Radboud University, P.O. Box 9102, 6500 HC Nijmegen, the Netherlands T: +31-24-361 3096, F: +31- 24-3612757, <a href="mailto:erasmus@io.ru.nl">erasmus@io.ru.nl</a>  <b>Faculty level</b> Ms. Cindy van Dijk, MA, Erasmus coordinator Faculty of Medical Sciences Radboud University Nijmegen, P.O. Box 9101, 6500 HB Nijmegen, the	<a href="http://www.ru.nl/english/">www.ru.nl/english/</a>  <a href="http://www.ru.nl/exchangestudents">www.ru.nl/exchangestudents</a>



		Netherlands Tel.: +31-24-3610286, fax: +31-24-3541888, <a href="mailto:internationalofficestudents@radbouducm.nl">internationalofficestudents@radbouducm.nl</a>	
UNIVERSIDAD DE JAÉN	E JAEN01	Sebastián Bruque Cámara, Vice-President of Internationalization ; Phone +34 953 212194 E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a>  Juan Ráez Padilla; Director of International Mobility; Phone +34 953 212620 E-mail: <a href="mailto:jraez@ujaen.es">jraez@ujaen.es</a>  Alina Ocaña Jódar; Head of the International Relations Office; E-mail: <a href="mailto:alocana@ujaen.es">alocana@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/academics_home">http://www.ujaen.es/serv/vicint/home/academics_home</a>  <a href="http://estudios.ujaen.es/listadogradados">http://estudios.ujaen.es/listadogradados</a>

## B. Mobility numbers<sup>1</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.

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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E JAEN01	NL NIJMEGE01	0912	Medical Sciences	2 <sup>nd</sup> , 3 <sup>rd</sup>	Not applicable	1 x max. 6 months
NL NIJMEGE01	E JAEN01	0912	Medical Sciences	2 <sup>nd</sup> , 3 <sup>rd</sup>	Not applicable	1x max. 6 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.]

<sup>1</sup> 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 *
E JAEN01	NL NIJMEGE01	0912	Medical Sciences	1 x max. 15 days, 8 hours per week	1 x max. 15 days
NL NIJMEGE01	E JAEN01	0912	Medical Sciences	1 x max. 15 days, 8 hours per week	1 x max. 15 days

### 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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level <sup>2</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
NL NIJMEGE01		Dutch	English	B2	C1

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]

<sup>2</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>



*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

**E JAEN01:**

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

**NL NIJMEGE01:**

- The receiving institution (RU) has the infrastructure to welcome students and staff with disabilities.
- The sending university will screen and select candidates for exchange studies in accordance with its applicable rules and regulations. The candidates of the contracting institutions will use the required application form of the receiving institution. The receiving institution will accept the candidates selected by the sending institution if mutually acceptable academic and/or professional qualifications and standards are met. However, the receiving university has the right to make the final decision on the admission of candidates nominated for exchange. Admission to a specific course is subject to the exchange student being satisfactorily qualified for the chosen area of study and/or course level, and availability.
- The exchange students will be subject to the laws and regulations of the country and the university where the student is currently studying or is under direct supervision.

**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
NL NIJMEGE01	Nomination: 15 May Application student: 1 June	Nomination: 15 November Application student: 1 December

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

2. E JAEN01: The receiving institution will send its decision within 2 weeks  
NL NIJMEGE01: The receiving institution NL NIJMEGE01 will send its decision within 8 weeks.
3. E JAEN01 & NL NIJMEGE01: 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





This agreement shall become effective from the academic year 2016/17 and shall remain in effect until the academic year 2020/21. The contracting institutions will review the exchange annually in order to maintain a balance in number of students exchanged.

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

#### **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%
	Suspenso	0-4.9	FX-F	Not Pass

Institution [Erasmus code]	Contact details (e-mail, phone)	Website for information
NL NIJMEGE01	internationaloffice@io.ru.nl	<a href="http://www.ru.nl/io/grading-table">http://www.ru.nl/io/grading-table</a>

### 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	<a href="http://www.ujaen.es/serv/vicint/home/index">http://www.ujaen.es/serv/vicint/home/index</a>
NL NIJMEGE01	<a href="mailto:visa@io.ru.nl">visa@io.ru.nl</a> +31 (0)24-3612065	<a href="http://www.ru.nl/students/exchange_student/visa_and_residence/">http://www.ru.nl/students/exchange_student/visa_and_residence/</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:

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	<a href="http://www.ujaen.es/serv/vicint/home/seguro_sanitario">http://www.ujaen.es/serv/vicint/home/seguro_sanitario</a>
NL NIJMEGE01	internationaloffice@io. ru.nl	<a href="http://www.ru.nl/students/exchange_student/medical_service/health_and_liability/">http://www.ru.nl/students/exchange_student/medical_service/health_and_liability/</a>

### 4. Housing

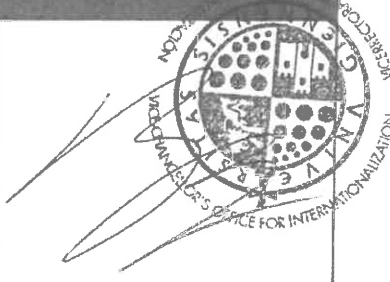
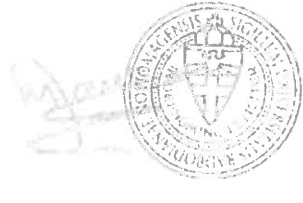
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the

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	<a href="http://www.ujaen.es/serv/vicint/home/upload_buddy_ext_f">http://www.ujaen.es/serv/vicint/home/upload_buddy_ext_f</a>  <a href="http://www.ujaen.es/serv/vicint/home/alojamiento">http://www.ujaen.es/serv/vicint/home/alojamiento</a>
NL NIJMEGE01	housing@io.ru.nl +31-24-3612061	<a href="http://www.ru.nl/students/exchange_student/housing/">http://www.ru.nl/students/exchange_student/housing/</a>



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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
E JAEN01	The Rector (On his behalf by Resolution of April 29 <sup>th</sup> 2015) Signed: Sebastián Bruque Cámara, Vice-President for Internationalization	01/08/16	
NL NIJMEGE01	Ms. dr. M.L.M. Janssen Head of the International Office	July 25 <sup>th</sup> 2016	

<sup>3</sup> Scanned signatures are accepted

