

Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021² 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)
Università degli Studi di Parma	I PARMA01	Ms Francesca Maselli Scambi Didattici Internazionali per Docenti e Studenti Italiani Tel: +39 0521 034344 Fax: +39 0521 034353 Email: llp@unlpr.it	http://www.unlpr.it http://en.unlpr.it/
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	http://www.ujaen.es/serv/vicintl/home/academics_home.php

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.

		email: dprendon@ujaen.es	
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B. Mobility numbers⁵ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 *
I PARMA01	E JAEN01	225 (3.6)	HISTORY AND ARCHAEOLOGY	1 st	2 students x 10 months = 20 months	
E JAEN01	I PARMA01	225 (3.6)	HISTORY AND ARCHAEOLOGY	1 st	2 students x 10 months = 20 months	
I PARMA01	E JAEN01	14 (05.0)	TEACHER TRAINING AND EDUCATION SCIENCE	1 st	2 students x 9 months = 18 months	
E JAEN01	I PARMA01	14 (05.0)	TEACHER TRAINING AND EDUCATION SCIENCE	1 st	2 students x 9 months = 18 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

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>)

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 *
I PARMA01	E JAEN01	225 (3.6)	HISTORY AND ARCHAEOLO GY	1 person x 7 days	
E JAEN01	I PARMA01	225 (3.6)	HISTORY AND ARCHAEOLO GY	1 person x 7 days	
I PARMA01	E JAEN01	14 (05.0)	TEACHER TRAINING AND EDUCATION SCIENCE	1 person x 7 days	
E JAEN01	I PARMA01	14 (05.0)	TEACHER TRAINING AND EDUCATION SCIENCE	1 person x 7 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 instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I PARMA01		Italian	Some	A2 In Italian	B1 in Italian

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>

			Departments offer courses and subjects in English. Info at: http://en.unipr.it/		
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

[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]

I PARMA01 welcomes students with disabilities. The arrangements need to be discussed in advance. Further Information at: <http://www.dls-abile.unipr.it/>

E. Calendar

1. Applications/Information on nominated students must reach the receiving Institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I PARMA01	May	November
E JAEN01	30 June	30 November

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

2. The receiving Institution will send its decision within the following time frame:

I PARMA01: within 6 weeks

E JAEN01: The receiving Institution will send its decision within 2 weeks

3. **I PARMA01:** 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. However due to some administrative and technical difficulties in registering the exams, it could take up to 6 -8 weeks for us to send the Transcript of Records.

E JAEN01: 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]

PARTNER INSTITUTION:

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

I PARMA01

Our University uses the ECTS credits system (1 CFU = 1 ECTS). Information for grades at: http://www.unipr.it/sites/default/files/albo_pretorio/allegatiparagrafo/22-10-2013/tabella_convers_esami.pdf

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


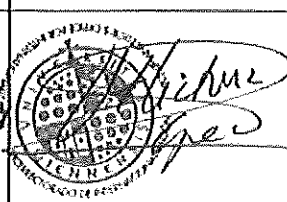
The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I PARMA01	Ms Tiziana Cordaro Email: tiziana.cordaro@unipr.it	http://www.unipr.it/ugov/organizationunit/109066

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I PARMA01	Ms Tiziana Cordaro Email: tiziana.cordaro@unipr.it Phone: +39 0521 034150	http://www.unipr.it/ugov/organization/unit/109066
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicin/home/portada.php?idioma=en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
I PARMA01	Prof. Loris Borghi Rector	31 GEN. 2014	
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M ^a Victoria López Ramón, Vice-Chancellor of Internationalization	8/01/2014	

⁷ Scanned signatures are accepted

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