



Erasmus+ Programme

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

Inter-institutional agreement 2015-2021¹ between programme countries

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)
UNIVERSITA' DEGLI STUDI DI PAVIA (University of Pavia) Corso Strada Nuova 65, 27100 Pavia	I PAVIA01	Head of international office: Dr Silvia Massara ***** Contact person in charge of this agreement Veronica Veronese International Relations Office- International Mobility Via S. Agostino, 1 – 27100 PAVIA Email: Veronica.veronese@unipv.it Tel. +39 0382 984302 Fax +39 0382 984314 ***** Academic coordinator Prof. Giovanni Sacco Department of Law – Corso Strada Nuova 65 - 27100 Pavia Tel: +39 0382 984572 E-mail: Giovanni.sacco@unipv.it	www.unipv.eu http://www.unipv.eu/site/en/home/academics/course-catalogue.html Staff contact details: http://www.unipv.eu/site/en/home/international-relations/erasmus/articolo1006.html
UNIVERSIDAD DE JAÉN	E JAEN01	M ^a Victoria López Ramón, Vice- Chancellor of Internationalization ; Phone +34 953 212194 E-mail: secrel@ujaen.es	http://www.ujaen.es/serv/vicint/home/academics_home.php

¹The agreement is valid until the academic year 2020/2021

		Sebastian Bruque; International Mobility Programmes Coordinator; Phone +34 953 212620 E-mail: sbruque@ujaen.es David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	
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B. Mobility numbers per academic year

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, 1st , 2nd or 3rd] *	Student Mobility for Study	
					Total number of students	Number of months of mobility for each student
I PAVIA01	E JAEN01	042	Law	I	2	9
				II	2	9
				III	2	9
E JAEN01	I PAVIA01	042	Law	I	2	9
				II	2	9
				III	2	9

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Staff Mobility for Teaching (tick the box)
I PAVIA01	E JAEN01	042	Law	x
E JAEN01	I PAVIA01	042	Law	x

* compulsory fields

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. Please indicate in which language courses are taught at the host institution, the level required to incoming students and if a certification is needed:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²			Certification [yes(please specify)/no]
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]	Staff Mobility for Training	
I PAVIA01		Italian	English	B1	B2	B2	NO
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 *provided on the first page*.

D. Additional requirements

I PAVIA01

Staff Mobility for Training and for Teaching: the University of Pavia welcomes applications from foreign Staff for a training/teaching period, however it is at the discretion of the department concerned whether or not to accept a staff training visitor.

Applications must be sent at least two months prior to the desired training/teaching period. The training/teaching period cannot be scheduled during Summer (i.e. July-August) in the Academic year.

SAISD takes care of the facilities for students with special needs. It coordinates and monitors all the initiatives relating to the integration of students with disabilities in all aspects of university life, giving them the possibility to attend lessons and laboratory sessions, and to get access to libraries and other university facilities. Contact SAISD on disabili@unipv.it -and visit <http://saisd.unipv.it/>

Student Mobility for Studies: for all the requirements please visit <http://www.unipv.eu/site/en/home/International-relations/erasmus/incoming-students.html>

E JAEN01

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

E. Calendar

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

Receiving institution	Autumn term	Spring term
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²For 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>

[Erasmus code]	[month]	[month]
I PAVIA01	Early July	Early December
E JAEN01	30 June	30 November

I PAVIA01

2. The receiving institution will send its decision within 4 weeks.
3. 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.
4. Termination of the agreement

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."

E JAEN01

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F. Information

1. Grading systems of the institutions

I PAVIA01: Please visit <http://www.unipv.eu/site/en/home/academics/course-catalogue/articolo9306.html>

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

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 PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601 For teaching staff elena.fontana@unipv.it 0039 0382 984601	For NON-EU students visa, please visit http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html For teaching staff visa, please visit http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html
E JAEN01	David Peñafuerte International Relations Officer Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

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
I PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601 For teaching staff elena.fontana@unipv.it 0039 0382 984601	For students, please visit http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html For teaching staff, please visit http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html
E JAEN01	David Peñafuerte International Relations Officer Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

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
I PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601	For students, please visit http://www.unipv.eu/site/en/home/intern

	For teaching staff elena.fontana@unipv.it 0039 0382 984601	ational-relations/erasmus/incoming-students/before-the-arrival.html For teaching staff, please visit http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html
E JAEN01	David Peñafuerte International Relations Officer Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/po rtada.php?idioma=en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
I PAVIA01	Dott. Silvia Massara Head of International Office	18/07/2014	
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M ^a Victoria López Ramón Vice-Chancellor of Internationalization	18/07/2014	  

³Scanned signatures are accepted