



# Erasmus+ Programme

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

### Inter-institutional agreement 2017/18-2020/21<sup>1</sup> 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)
<b>UNIVERSITA' DEGLI STUDI DI PAVIA</b>  <b>(University of Pavia)</b>  Corso Strada Nuova 65, 27100 Pavia	I PAVIA01	Head of International office: <b>Dr. Silvia Massara</b> ***** Contact person in charge of this agreement: <b>Debora Bolla</b> International Relations Office – International Mobility Via S. Agostino 1 27100 Pavia E-mail: debora.bolla@unipv.it; agreements.erasmus@unipv.it ***** Academic coordinator: <b>Prof.ssa Paola Palladino</b> Department of Behavioral Sciences Via Bassi, 21 27100 Pavia (PV) Email: paola.palladino@unipv.it	<a href="http://www.unipv.eu">www.unipv.eu</a>  Course catalogue: <a href="http://www.unipv.eu/site/en/home/study/course-catalogue.html">http://www.unipv.eu/site/en/home/study/course-catalogue.html</a>  Staff contact details: <a href="http://www.unipv.eu/site/en/home/international-policy/international-relations-contacts.html">http://www.unipv.eu/site/en/home/international-policy/international-relations-contacts.html</a>
<b>UNIVERSIDAD DE JAEN</b>	E JAEN01	Sebastián Bruque Cámara, Vice-President of Internationalization ; Phone +34 953 212194 E-mail: secrel@ujaen.es	<a href="http://www.ujaen.es/serv/vicint/home/academics_home">http://www.ujaen.es/serv/vicint/home/academics_home</a>

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

		<p>Juan Ráez Padilla; Director of International Mobility; Phone +34 953 212620 E-mail: jraez@ujaen.es</p> <p>Allna Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es</p> <p>Academic coordinator: prof. Santiago Pelegrina spelegri@ujaen.es</p>	<p><a href="http://estudios.ujaen.es/llstadogrados">http://estudios.ujaen.es/llstadogrados</a></p>
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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	0313	Psychology	I,II,III	2	5
E JAEN01	I PAVIA01	0313	Psychology	I,II,III	2	5

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 *	Staff Mobility for Training *
I PAVIA01	E JAEN01	0313	Psychology	1*5 days	/
E JAEN01	I PAVIA01	0313	Psychology	1*5days	/

Please detail below any restriction to student mobility for study

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\* 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 <sup>2</sup>			Certification [yes(please specify)/no]
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]		
I PAVIA01		Italian*	English*	B1*	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		NO

\*Please note that at the University of Pavia some Departments offer courses in English (especially at Master level), while others do not. At Bachelor level the language of instruction is mainly Italian.

**Incoming students are strongly advised to have a B1 level in Italian or English, depending on the courses/modules they will attend in Pavia.**

Master courses totally held in English are offered in the following fields: Medicine (Harvey one-thier degree in Medicine); Molecular Biology and Genetics; International Business and Economics; World Politics and International Relations; Electronic Engineering; Computer Engineering; Industrial Automation Engineering; Economics, Finance and International Integration.

For more details on Master courses held in English, please visit the following page:  
<http://www.unipv.eu/site/en/home/study/courses/degrees-in-english.html>

For more details on the language of instruction of each module, please visit our course catalogue webpage:  
<http://www.unipv.eu/site/en/home/study/course-catalogue.html>

### 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.

<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>

- **Students with special needs:** a specific office at the University of Pavia (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](mailto: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/medespeciales/inicio>

### **E. Calendar**

1. **Nomination/Information** on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
I PAVIA01	Mid June	Mid November
E JAEN01	30 June	30 November

**Application** from nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
I PAVIA01	Early July	Early December
E JAEN01	30 June	30 November

#### **Academic calendar:**

##### **I PAVIA01**

The first semester (Autumn term) starts in September and ends in February.

The second semester (Spring term) starts in February and ends in July.

##### **E JAEN01:**

The first semester (Autumn term) starts in September and ends in January.

The second semester (Spring term) starts in January and ends in June.

##### **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.

##### **E JAEN01**

2. The receiving institution will send its decision within 2 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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

#### 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."

### F. Information

#### 1. Grading systems of the institutions

**I PAVIA01:** Please visit <http://www.unipv.eu/site/en/home/study/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 erasmus.staff.mobility@unipv.it 0039 0382 984225	For NON-EU students visa, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html</a>  For teaching staff visa, please visit <a href="http://vistoperitalia.esteri.it/home/en">http://vistoperitalia.esteri.it/home/en</a>
E JAEN01	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/index">http://www.ujaen.es/serv/vicint/home/index</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
I PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601  For teaching staff erasmus.staff.mobility@unipv.it 0039 0382 984225	For students, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html</a>  For teaching staff, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html</a>
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>

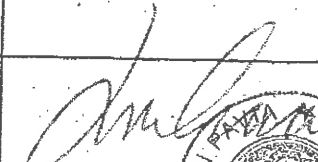
#### 4. Housing

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

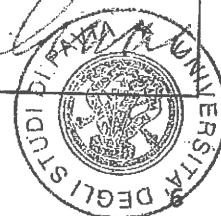
Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601  For teaching staff erasmus.staff.mobility@unipv.it 0039 0382 984225	For students, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html</a>  For teaching staff, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html</a>
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>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
I PAVIA01	Dott. Silvia Massara Head of International Office	13/06/17	

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



E JAEN01	<p>The Rector (On his behalf by Resolution of April 29th 2015)  Signed: Sebastián Bruque Cámara,  Vice-President for Internationalization</p>	22.07.17	