



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]

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)
UNIVERSITÉ DE POITIERS 15, rue de l'Hôtel Dieu - TSA 71117 - 86073 POITIERS Cedex 9 - France	F POITIER01	Institutional coordinator Christine ROBUCHON Phone : +33 (0)549453049 Email : christine.robuchon@univ-poitiers.fr	http://www.univ-poitiers.fr/international/
Université de Poitiers Faculté de Lettres et Langues Bâtiment A 3 TSA 11102 1 rue Raymond Cantel 86073 POITIERS Cedex 9 FRANCE	F POITIER01	Faculty coordinator Isabelle MILLON- ZUMSTEIN Phone : +33 (0)549453236 Fax : +33 (0)549454902 Email : rifil@univ-poitiers.fr	http://il.univ-poitiers.fr/relations-internationales/
UNIVERSITÉ DE POITIERS UFR de Lettres et Langues Bâtiment A 3 TSA 11102 1 rue Raymond Cantel 86073 POITIERS Cedex 9	F POITIER01	Departmental coordinator Rania TALBI Bâtiment A 3 TSA 11102 1 rue Raymond Cantel 86073 POITIERS Cedex 9	http://il.univ-poitiers.fr/relations-internationales/

FRANCE		FRANCE rania.talbi.boulhais@univ- poitiers.fr	
UNIVERSIDAD DE JAÉN Campus Las Lagunillas s/n 23071 - 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 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/academics_home.php

B. Mobility numbers¹ 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 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
E JAEN01	F POITIER01	023	Linguistics	1,2	4 x 9 months = 36 months	
F POITIER01	E JAEN01	023	Linguistics	1,2	4 x 9 months = 36 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.]

¹ 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	F POITIERS01	023	Linguistics	8 hours a week	1
F POITIER01	E JAEN01	023	Linguistics	8 hours a week	1

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 instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E JAEN01	023	Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English
F POITIER01	023	French	English (some courses)	B2 (L) C1 (M)	B2

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]

² 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>

F POITIER01:

University of Poitiers:

Integration week / semaine d'accueil

Reception at the City Hall for international students / accueil de la Mairie de Poitiers des étudiants internationaux

The Faculty of Modern Languages has facilities for students with disabilities / La faculté de Lettres et Langues est accessible aux personnes handicapées.

Contact : accueil.handicap@univ-poitiers.fr

<http://siumpops.univ-poitiers.fr/spip.php?article88>

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
F POITIER01	30 th May	30 th November

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

2. E JAEN01: The receiving institution will send its decision within 2 weeks
F POITIER01: The receiving institution will send its decision within 5 weeks
3. 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.
F POITIER01: A Transcript of Records will be issued by the receiving institution no later than 8 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

Institution [Erasmus code]	Contact details (email, phone)	Website for information
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
F POITIER01	accueil.international@univ-poitiers.fr	http://www.univ-poitiers.fr/demander-un-visa-459101.kjsp?RH=1329136382669&RF=1329307692899

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	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
F POITIER01	accueil.international@univ-poitiers.fr	http://www.univ-poitiers.fr/votre-couverture-sociale-459131.kjsp?RH=1329307778671&RF=1329308035707

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
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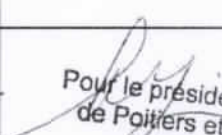

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F POITIER01	accueil.international@univ-poitiers.fr	http://www.univ-poitiers.fr/trouver-un-logement-679491.kjsp?RH=1329136382669&RF=1329136400015

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M ^a Victoria López Ramón, Vice-Chancellor of Internationalization	24/03/15	 
F POITIER01	M. le Président de l'Université de Poitiers	19/3/15	 Pour le président de l'université de Poitiers et par délégué la Vice-Présidente Licia Bagin 

³ Scanned signatures are accepted