

# Erasmus+ Programme

## Inter-institutional agreement 2014-2020 Higher Education Student and Staff Mobility —Mobility for learners and staff—

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	Erasmus code	Contact details (Name, E-mail, Phone)
<b>University of Potsdam</b> International Relations Office Am Neuen Palais 10 14469 Potsdam – Germany Fax: +49 331 977 – 1798 <a href="http://www.uni-potsdam.de">www.uni-potsdam.de</a>	<b>D POTSDAM 01</b>	<b>Erasmus Institutional Coordinator:</b> Ms. Marita Boehning – Tel.: +49 331 977 4190 <a href="mailto:marita.boehning@uni-potsdam.de">marita.boehning@uni-potsdam.de</a>  <b>Erasmus Departmental Coordinator:</b> <b>Haßler, (Prof. Dr.) Gerda</b> Institut für Romanistik Philosophische Fakultät Am Neuen Palais 10 - 14469 Potsdam Tel. / Fax: +49 331 977 4114 E-Mail: <a href="mailto:hassler@uni-potsdam.de">hassler@uni-potsdam.de</a>
<b>Universidad de Jaén</b>  Sebastian Bruque: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a> ; David Peñafuerte Rendón Técnico Superior de Relaciones Internacionales y Cooperación / <a href="http://www10.ujaen.es">http://www10.ujaen.es</a>	<b>E JAEN 01</b>	<b>Erasmus Institutional Coordinator:</b>  M <sup>a</sup> Victoria López Ramón Tel.: (+34) 34 953212194 Fax: (+34) 953212612 E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a>  <b>Departmental Coordinator:</b>  Prof. Narciso Miguel Contreras <a href="mailto:ncontrer@ujaen.es">ncontrer@ujaen.es</a>

### B. Mobility numbers per academic year

#### 1. Student Mobility

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students / months (SMS)
D POTSDAM 01	E JAEN 01	222	Languages	1st	2 / 12
E JAEN 01	D POTSDAM 01	222	Languages	1st	2 / 12

## 2. Staff Mobility

FROM	TO	Subject area ISCED	Subject area name ISCED	Total number of staff mobility / Total number of days (8 teaching hours per person and week)	
				STA	STT
D POTSDAM 01	E JAEN 01	222	Languages	1 / 7	Indication of interest is required beforehand
E JAEN 01	D POTSDAM 01	222	Languages	1 / 7	

## 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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
D POTSDAM 01	222	German	-	B1	-
E JAEN 01	222	Spanish	English	B1	B2

## D. Additional requirements

For more detailed information please contact the corresponding Erasmus-Departmental-Coordinator.

## E. Calendar

### 1. E-Nomination via moveonnet:




Sending Institution	Winter term [month]	Summer term [month]
D POTSDAM 01	June 30th	November 30th
E JAEN 01	June 15 <sup>th</sup>	December 15 <sup>th</sup>

### 2. Student application deadlines:

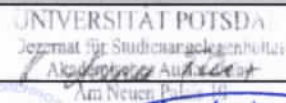

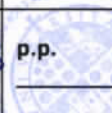
Receiving Institution	Winter term [month]	Summer term [month]
D POTSDAM 01	July 15 <sup>th</sup>	January 15 <sup>th</sup>
E JAEN 01	June 30th	November 30th

- The receiving institutions will send their decisions within 6-8 weeks after deadline.
- 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.
- Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before January 1<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

	D POTSDAM 01	E JAEN 01
WWW for Incoming Students	<a href="http://www.uni-potsdam.de/en/studium/data-storage/zielgruppenbereich/international-students.html">http://www.uni-potsdam.de/en/studium/data-storage/zielgruppenbereich/international-students.html</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
WWW Course Catalogue	<a href="http://www.uni-potsdam.de/studium/konkret/vorlesungsverzeichnisse.html">http://www.uni-potsdam.de/studium/konkret/vorlesungsverzeichnisse.html</a>	<a href="http://www.ujaen.es/serv/vicint/home/academics_home.php">http://www.ujaen.es/serv/vicint/home/academics_home.php</a>
Housing	<a href="http://www.uni-potsdam.de/studium/potsdam/wohnen.html">http://www.uni-potsdam.de/studium/potsdam/wohnen.html</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
Contact details	<a href="mailto:incoming-exchange@uni-potsdam.de">incoming-exchange@uni-potsdam.de</a>	David Peñafora, International Relations Officer: Phone: +34 953 213479 E-mail: <a href="mailto:dpenafora@ujaen.es">dpenafora@ujaen.es</a> 
WWW Visa Information	<a href="http://www.uni-potsdam.de/studium/data-storage/zielgruppenbereich/international/einreisebestimmungen.html">http://www.uni-potsdam.de/studium/data-storage/zielgruppenbereich/international/einreisebestimmungen.html</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
Contact details	<a href="mailto:incoming-exchange@uni-potsdam.de">incoming-exchange@uni-potsdam.de</a>	David Peñafora, International Relations Officer: Phone: +34 953 213479 E-mail: <a href="mailto:dpenafora@ujaen.es">dpenafora@ujaen.es</a> 
WWW Insurance Information	<a href="http://www.uni-potsdam.de/en/studium/data-storage/zielgruppenbereich/international-students/health-insurance.html">http://www.uni-potsdam.de/en/studium/data-storage/zielgruppenbereich/international-students/health-insurance.html</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
Contact details	<a href="mailto:incoming-exchange@uni-potsdam.de">incoming-exchange@uni-potsdam.de</a>	David Peñafora, International Relations Officer: Phone: +34 953 213479 E-mail: <a href="mailto:dpenafora@ujaen.es">dpenafora@ujaen.es</a> 
ECTS Users' Guide	<a href="http://www.uni-potsdam.de/studium/ausland/studium/erasmus/ects.html">http://www.uni-potsdam.de/studium/ausland/studium/erasmus/ects.html</a>	See appendix
WWW Students and Staff with Disabilities	<a href="http://www.uni-potsdam.de/studium/beratung/behinderung.html">http://www.uni-potsdam.de/studium/beratung/behinderung.html</a>	
Contact details	<a href="mailto:incoming-exchange@uni-potsdam.de">incoming-exchange@uni-potsdam.de</a> , <a href="mailto:behinderung-studium(at)uni-potsdam.de">behinderung-studium(at)uni-potsdam.de</a>	

## G. Signatures of the Institutions (legal representatives)

Institution	Name function	Date	Signature / Stamp
D POTSDAM 01	<b>Ms. Marita Böhning</b> Erasmus Institutional Coordinator		 p.p.
E JAEN 01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, 	20/11/2013	 p.p. 