

Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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 (Institutional Coordinator and Departmental Coordinator)	Erasmus code	Contact details (email, phone ...)	Website (Home page and course catalogue)
Università degli Studi di Verona Institutional Coordinator Prof. Lidia Angeleri Departmental Coordinator(s) <i>Prof. Bognolo Anna</i> at the Department of: <i>Lingue e Letterature Straniere</i> at the Department of:	I VERONA01	Postal address: International Relations Office University of Verona Via dell'Artigliere 8 37129 VERONA - Italy Tel: +39/045/8028596 Fax: +39/045/8028411 E-mail: relazioni.internazionali@ateneo.univr.it International Relations Office is in Via S. Zeno in Monte 1, Verona	Web page: http://www.univr.it Course Catalogue: http://www.univr.it/main?ent=catalogoofferter&page=catalogoOfferta
Universidad de Jaén Institutional Coordinator M ^a Victoria López Ramón, Vice-Chancellor of Internationalization ; Phone +34 953 212194 E-mail: secret@ujaen.es Departmental Coordinator(s) Prof. José Julio Martín Romero jjmartin@ujaen.es	E JAEN01	International Relations Office David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprenon@ujaen.es	Web page: http://www.ujaen.es Course Catalogue: http://www.ujaen.es/serv/vicint/home/academics_home.php

B. Mobility numbers 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.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle			Number of students and mobility periods		
				1 st	2 nd	3 rd	Students	Months per student	Total number of months
I VERONA01	E JAEN01	222 - (2)	Languages and Philological Sciences	X			2	10	20
E JAEN01	I VERONA01	222 - (2)	Languages and Philological Sciences	X			2	10	20

Staff Mobility for Teaching

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		
				Number of Teachers	Duration in number of weeks	Number of teaching hours per week
I VERONA01	E JAEN01	222 - (2)	Languages and Philological Sciences	1	1 per teacher	8 hours
E JAEN01	I VERONA01	222 - (2)	Languages and Philological Sciences	1	1 per teacher	8 hours

C. Recommended language skills

The sending institution is responsible for providing support to its nominated candidates so that they can have the language skills recommended by the receiving institution:

Receiving Institution [Erasmus code]	Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I VERONA01	Languages and Philological Sciences	Italian	English or other EU languages (Please refer to the Course Catalogue for the list of available modules)	B1 (Please refer to the Course Catalogue for possible higher language levels required for specific	B2

				modules)	
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

Academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff.

Student Mobility for Studies

Receiving institution [Erasmus code]	Subject area	Minimum Number of Credits to be included in the study plan	Faculty or Department(s) where students will be entitled to attend courses/modules	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
I VERONA01	Languages and Philological Sciences	15 per semester	Lingua e Letterature Straniere	Yes (<u>to be agreed previously on a case to case basis</u>)	Yes
E JAEN01	Languages and Philological Sciences

I VERONA01:

For further information please refer to the International Students Guide available online:
<http://www.univr.it/main?ent=caldoc&id=763&idDest=1&sServ=142&serv=29&ssServ=26>

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 [Erasmus code]	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
I VERONA01	July 1 st	December 1 st
E JAEN01	30 June	30 November

I VERONA01:

Partner Institutions should send nominations by e-mail to: relazioni.internazionali@ateneo.univr.it

Once nominated by their Home Institutions students will receive a personal link in order to fill in the APPLICATION FORM ONLINE to register at the University of Verona.

E JAEN01:

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2. The receiving institution will send its decision within 5 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

[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 31 October 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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

Receiving Institution [Erasmus code]	ECTS Link
I VERONA01	http://www.univr.it/main?ent=catdoc&id=763&idDest=1&sServ=142&serv=29&ssServ=26&lang=en > Useful Documents
E JAEN01	...

E JAEN01

Grade in Spanish Academic Records	Definition	Numerical mark	Estimated ECTS Grade	Definition
4	Matrícula de Honor		A+	Top

		10		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 VERONA01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?ent=caldoc&id=763&idDest=1&ssServ=142&serv=29&ssServ=26&lang=en
E JAEN01	E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es

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 VERONA01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?ent=caldoc&id=963&uo=61&lang=it
E JAEN01	E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es

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 VERONA01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?ent=caldoc&id=763&idDest=1&ssServ=142&serv=29&ssServ=26&lang=en

E JAEN01	E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature (scanned signatures are accepted)
IVERONA01	Institutional Coordinator Prof. Lidia Angeleri	25/02/2014	
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M ^a Victoria López Ramón, Vice-Chancellor of Internationalization	14.07.14	