

Erasmus+ Programme

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

Inter-institutional agreement 2017-2018 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) Prof. Luca Mori at the Department of: Scienze Umane	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	E JAEN01	Sebastián Bruque Cámara, Vice-President of Internationalization ; Phone +34 953 212194 E-mail: secret@ujaen.es Juan Ráez Padilla; Director of International Mobility; Phone +34 953 212620 E-mail: lruez@ujaen.es Alina Ocaña; International Relations Officer; Phone: +34 953 213479	http://www.ujaen.es/serv/vicini/home/academic_home.php

E-mail: alocana@ujaen.es

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.

Staff Mobility for Training

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 <i>Staff Mobility for Training</i>
E JAEN01	I VERONA01	0923	Social work and counselling	1 person * 5 days
I VERONA01	E JAEN01	0923	Social work and counselling	1 person * 5 days

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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies <i>(Minimum recommended level B1)</i>	Staff Mobility for Teaching <i>(Minimum recommended level B2)</i>
I VERONA01	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 modules)	B2
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]	Minimum Number of Credits to be included in the study plan	Available Courses or Modules in the Faculty or Department(s)	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
I VERONA01	15 per semester	Scienze Umane	Yes (to be agreed previously on a case to case basis)	Yes
E JAEN01	15 per semester	Facultad de Trabajo Social	Yes: http://www.ujaen.es/serv/vicint/home/page/17/50	Yes

I VERONA01:

For further information please refer to the International Students Guide available online:

<http://www.univr.it/main?ent=catdoc&id=763&idDest=1&sServ=142&serv=29&ssServ=26>

E JAEN01:

Information for Disabled Students: <http://www10.ujaen.es/conocenos/servicios-unidades/medespeciales/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	June 30 th	November 30 th

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.

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2. I VERONA01: The receiving institution will send its decision within 5 weeks.

3. IVEORNA01: 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. E JAEN01: The receiving institution will send its decision within 2 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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

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&serv=142&serv=29&ssServ=26&lang=en > Useful Documents
E JAEN01	See below.

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 VERONA01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?eni=catdoc&id=763&idDest=1&ssServ=142&serv=29&ssServ=28&lang=en
E JAEN01	Alina Ocaña; International Relations Officer; Phone: +34 953 213479 E-mail: alocana@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 VERONA01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?eni=catdoc&id=863&uo=61&lang=it
E JAEN01	Alina Ocaña; International Relations Officer; Phone: +34 953 213479 E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

4. Housing

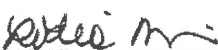
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution (Erasmus code)	Contact details (email, phone)	Website for information
I VERONA01	International Relations Office relazioni.internazionali@ateneo.univr.it	http://www.univr.it/main?eni=catdoc&id=763&idDest=1&ssServ=142&serv=29&ssServ=28&lang=en

E JAEN01	Alina Ocaña; International Relations Officer; Phone: +34 953 213479 E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/cortada.php?idioma=en
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature (scanned signatures are accepted)
I VERONA01	Prof. Lidia Angelini Delegato del Rettore all'Internazionalizzazione	3/7/17	
E JAEN01	The Rector (On his behalf by Resolution of April 29th 2015) Signed: Sebastián Bruque Cámara, Vice-President for Internationalization	17.06.17	