



**Erasmus+ Programme**  
**Key Action 1**  
**– Mobility for learners and staff –**  
**Higher Education Student and Staff**  
**Mobility**

**Inter-institutional agreement 2016-2021**  
**between programme countries**  
**[Minimum requirements]<sup>1</sup>**

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 <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
University of Granada Vice-Rector's Office for International Relations and Development Cooperation	E GRANADA01	Complejo Admvo. Triunfo, Cuesta del Hospicio, s/n E-18071 Granada Tel.: +34 958 241 990; Fax.: +34 958 243 009; <a href="mailto:vrinternacional@ugr.es">vrinternacional@ugr.es</a>	<a href="http://www.ugr.es">www.ugr.es</a> <a href="http://internacional.ugr.es/">http://internacional.ugr.es/</a>
Vice-Dean's Office for International Relations, Research and Innovation		Maria A. López-Vallejo  Santander, 1  52071 Melilla  Tel.: +34952698722  +34605050052  <a href="mailto:rrii_faedumel@ugr.es">rrii_faedumel@ugr.es</a>  <a href="mailto:yerma111@ugr.es">yerma111@ugr.es</a>	<a href="mailto:faedumel@ugr.es">faedumel@ugr.es</a>
FACULTY OF EDUCATION AND HUMANITIES OF MELILLA			
UNIVERSITÀ DEGLI STUDI DI ROMA "TOR VERGATA"	I ROMA02	Institutional Coordinator Dott. Gianfranco Tarquini  Università degli Studi di Roma "Tor Vergata"  Via Orazio Raimondo, 18, 00173, Roma, Italia  Tel. +390672592225, Fax: +39067236605,	<a href="http://web.uniroma2.it/">http://web.uniroma2.it/</a>

<sup>1</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p>E-mail: erasmus@uniroma2.it</p>	
		<p>Administrative Contact Person</p> <p>Dott.ssa Giuseppina GrimaldiErasmus Office</p> <p>University of Rome, "Tor Vergata"</p> <p>Area of Humanities</p> <p>Via Columbia, 1 00133 Roma</p> <p>Tel. 0039.06.72595186</p> <p>Fax. 0039.06.72595219</p> <p>e-mail: erasmus@lettere.uniroma 2.it</p> <p>Academic Tutor:</p> <p>Prof.ssa Carla Roverselli</p> <p>roverselli@lettere.uniroma 2.it</p>	



**B. Mobility numbers<sup>3</sup> 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 September 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 <sup>4</sup>	Number of student mobility periods <sup>5</sup>
E GRANADA01	I ROMA02	1422 (011)	Teacher, training and Education	1st	2 x 5
		1422 (011)	Teacher, training and Education	1st	2 x 9
I ROMA02	E GRANADA01	1422 (011)	Social Education	1st	2 x 5
		1422 (011)	Social Education	1st	2 x 9

**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 <sup>6</sup>
E GRANADA01	I ROMA02		Teacher Education	1 staff x 5 days
			Teacher Education	1 staff x 5 days
I ROMA02	E GRANADA01	1422 (011)	Social Education	1 staff x 5 days
		1422 (011)	Social Education	1 staff x 5 days

<sup>3</sup> ISCED Area Code: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

<sup>4</sup> 1<sup>st</sup>: undergraduate, 2<sup>nd</sup>: master or 3<sup>rd</sup>: PhD. Faculties and Schools are only allowed to sign undergraduate mobility exchange agreements. For 2<sup>nd</sup> (master) or 3<sup>rd</sup> (PhD) mobility agreements The International School for Postgraduate Studies must be contacted. [epinternacional@ugr.es](mailto:epinternacional@ugr.es)

<sup>5</sup> Total number of months of the study period.

<sup>6</sup> Total number of days of teaching periods or average duration

### 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]	Language of instruction 1	Language of instruction 2 <sup>7</sup>	Recommended language of instruction level <sup>8</sup>	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E GRANADA01	Spanish		B1 <sup>9</sup>	B2
I ROMA02	Italian		B1	B2

Where there is a compulsory language requirement, it must be indicated in this agreement. 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<sup>10</sup>

#### **Additional requirements at the University of Granada**

*UGR Orientation Week is compulsory for incoming students*

*The University of Granada has the infrastructure to welcome students and staff with disabilities. See <http://ve.ugr.es/pages/sae>*

#### **Additional requirements at Faculty of Education and Humanities of Melilla**

*The Faculty of Education and Humanities of Melilla has the infrastructure to welcome students and staff with disabilities. You can contact to [rrii\\_faedumel@ugr.es](mailto:rrii_faedumel@ugr.es)*

<sup>7</sup> Language of instruction is described in the Course Catalogue at <http://www.ugr.es/pages/estudios>

<sup>8</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>

<sup>9</sup> B1 Language accreditation is recommended at undergraduate level and compulsory at master level.

<sup>10</sup> 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. [Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]



## 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 GRANDA01	JUNE	OCTOBER
I ROMA 02	Nominations 30.04. Applications 02.05.- 30.06.	Nominations 30.09. Applications 01.10.- 30.11.

2. The receiving institution will send its decision within six weeks.

3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
E GRANDA01 <sup>11</sup>	September – February	February – July
I ROMA 02	September - February	February - July

4. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
5. Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior the date of notification must be admitted by the receiving institution.* 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

#### **University of Granada grading system**

*In the Spanish university system, each course unit is graded on a scale from 0 to 10 points, and each numerical grade corresponds to a qualitative grade as follows: Suspenso (Fail): 0-4.9 - Aprobado (Pass): 5- 6.9 - Notable (Good): 7- 8.9 - Sobresaliente (Very Good): 9- 10 - Matrícula de Honor: A special mention for outstanding performance limited to a maximum of 5% of students registered in a given course unit group. When a student does not take the*

<sup>11</sup> See information sheet for the current year <http://internacional.ugr.es/pages/perfiles/socios/socios>

corresponding examination or final assessment, this is reflected as No Presentado (Absent). To pass a course unit, a student must receive a grade of at least 5 points out of 10.

Statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>12</sup> will be available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>. For mobility where Statistical distribution of grades is not available the University of Granada will apply the conversion table available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>.

ECTS GRADES	ITALIAN GRADES	DESCRIPTION
<b>A</b>	<b>30 and 30 cum laude</b>	<b>Excellent</b>
<b>B</b>	<b>27 to 29</b>	<b>Very good</b>
<b>C</b>	<b>24 to 26</b>	<b>Good</b>
<b>D</b>	<b>21 to 23</b>	<b>Satisfactory</b>
<b>E</b>	<b>18 to 20</b>	<b>Sufficient</b>
	<b>&lt;18</b>	<b>Fail grading system</b>

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## 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
E GRANADA01	International Relations and Development Cooperation Office e-mail: <a href="mailto:intlinfo@ugr.es">intlinfo@ugr.es</a> Tel: +34 958 249 030	<a href="http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspana">http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspana</a>
I ROMA02	MAE	<a href="http://www.esteri.it/visti/">www.esteri.it/visti/</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.

<sup>12</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

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 GRANADA01	International Relations and Development Cooperation Office e-mail: <a href="mailto:intlinfo@ugr.es">intlinfo@ugr.es</a> Tel: +34 958 249 030	<a href="http://internacional.ugr.es/pages/movilid&lt;br/&gt;ad/estudiantes/salientes/seguros/seguros">http://internacional.ugr.es/pages/movilid ad/estudiantes/salientes/seguros/seguros</a>
I ROMA02	European Commission  (Employment, Social Affairs & Inclusion)	<a href="http://ec.europa.eu/social/main.jsp?catId&lt;br/&gt;=559">http://ec.europa.eu/social/main.jsp?catId =559</a>  Further assistance: <a href="mailto:erasmus@uniroma2.it">erasmus@uniroma2.it</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
E GRANADA01	OFICINA DE GESTION DE ALOJAMIENTOS C/ Doctor Severo Ochoa, s/n   Tel.: 00 34 958 244072   Fax: 00 34 958 243134   E-mail: <a href="mailto:alojamiento@ugr.es">alojamiento@ugr.es</a>	<a href="http://estudiantes.ugr.es/alojamientos3/">http://estudiantes.ugr.es/alojamientos3/</a>
I ROMA02	CampusX Tor Vergata <a href="mailto:info@erasmusroma.eu">info@erasmusroma.eu</a>	<a href="http://www.campusxroma.it/campusx/">www.campusxroma.it/campusx/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>13</sup>
E GRANADA01	Signed by <del>delegation of the</del> Rector: Vice-Dean for International Relations, Research and Innovation	23-2-2016	
I ROMA02	Dr. Dott. Gianfranco Tarquini  Institutional Coordinator	01.03.2016	

<sup>13</sup> Scanned signatures are accepted