# 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][1]

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[2] (email, phone) | Website (eg. of the course catalogue) |
|---|---|---|---|
| University of Granada<br><br>Vice-Rector's Office for International Relations and Development Cooperation | | Complejo Admvo. Triunfo, Cuesta del Hospicio, s/n E-18071 Granada Tel.: +34 958 241 990; Fax.: +34 958 243 009; vrinternacional@ugr.es | www.ugr.es<br><br>http://internacional.ugr.es/ |
| Vie-Dean's Office for International Relations, Research and Innovation<br><br>FACULTY OF EDUCATION AND HUMANITIES OF MELILLA | E GRANADA01 | María Á. López-Vallejo<br><br>Santander, 1<br><br>52071 Melilla<br><br>Tel.: +34952698722<br><br>+34605050052<br><br>rrii_faedumel@ugr.es<br><br>yerma111@ugr.es | faedumel@ugr.es |
| Università degli Studi Roma Tre | I ROMA16 | European Student Mobility Programmes<br><br>erasmus.agreements@uniroma3.it<br><br>ph:+390657332746<br><br>fax: +390657332330<br><br>Via Ostiense 159<br><br>00154 Roma - Italia | www.uniroma3.it<br><br>https://portalestudentes3.uniroma3.it/esse3/Home.do<br><br>http://www.uniroma3.it/offerta15.php |

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[1] Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

[2] Contact details to reach the senior officer in charge of this agreement and of its possible updates.

| Department of Education | | Erasmus Coordinators: | http://formazione.uniroma3.it/ |
|---|---|---|---|
| | | Prof. Marina Geat | |
| | | E-mail: marina.geat@uniroma3.it | |
| | | Phone:+34 0657339118 | |
| | | Prof. Vincenzo Antonio Piccione | |
| | | E-mail : | |
| | | vincenzo.piccione@uniroma3.it | |
| | | Phone: + 34 0657339205 | |

## B. Mobility numbers[3] 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<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code<br>[ISCED] | Subject area name | Study cycle[4] | Number of student mobility periods[5] |
|---|---|---|---|---|---|
| E GRANADA01 | I ROMA16 | 1422<br>(011) | Education | 1st | 2 x 6 months |
|  |  |  | Education | 1st | 2 x 9 months |
| I ROMA16 | E GRANADA01 | 1422<br>(011) | Education | 1st, 2nd | 2 x 6 months |
|  |  |  | Education | 1st, 2nd | 2 x 9 months |

### Staff Mobility for Teaching

| FROM<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code<br>[ISCED] | Subject area name | Number of staff mobility periods[6] |
|---|---|---|---|---|
| E GRANADA01 | I ROMA16 | 011 | Teacher Education | 2 x 5 days |
|  |  | 011 | Teacher Education |  |
| I ROMA16 | E GRANADA01 | 011 | Social Education | 1 x 5 days |
|  |  | 011 | Social Education |  |

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[3] ISCED Area Code: http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx
[4] 1st: undergraduate , 2nd: master or 3rd: PhD. Faculties and Schools are only allowed to sign undergraduate mobility exchange agreements. For 2nd (master) or 3rd (PhD) mobility agreements The International School for Postgraduate Studies must be contacted. epinternacional@ugr.es
[5] Total number of months of the study period.
[6] 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<br><br>[Erasmus code] | Language of instruction 1 | Language of instruction 2[7] | Recommended language of instruction level[8] | |
|---|---|---|---|---|
| | | | Student Mobility for Studies<br><br>[Minimum recommended level: B1] | Staff Mobility for Teaching<br><br>[Minimum recommended level: B2] |
| E GRANADA01 | Spanish | | B1[9] | B2 |
| I ROMA16 | 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[10]

### 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 infraestructure to welcome studens and staff with disabilities. You can contact to rrii_faedumel@ugr.es

I ROMA16

Students with disabilities Office: http://host.uniroma3.it/uffici/accoglienzadisabili

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[7] Language of instruction is described in the Course Catalogue at http://www.ugr.es/pages/estudios
[8] 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
[9] B1 Language accreditation is recommended at undergraduate level and compulsory at master level.
[10] 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 ROMA16 | June 15th | November 15th |

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[11] | September – February | February - July |
| I ROMA16 | September- February | Febriary-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 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.*

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[11] See information sheet for the current year http://internacional.ugr.es/pages/perfiles/socios/socios

*Statistical distribution of grades according to the descriptions in the ECTS users' guide[12] will be avalaible 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.*

**faedumel@ugr.es**

**I ROMA16 grading system**

*The credits mentioned in Roma Tre transcripts are equal to ECTS. One credit represents 25 hours of study, with one full time academic year consisting of 60 ECTS credits. The grading system used at the University Roma Tre is the national grading system:*

- *Passing grades for each exam or learning activity can range from 18 to 30. The highest possible grade is 30 e lode (30L). For some exams and activities there is no grade, but only "pass" (IDONEO).*

- *Graduation grades can range from 66 to 110. The highest possible grade is 110/110 with honours. The final graduation mark depends on the average of exams grades and the academic value of the thesis and of its defense; the latter is evaluated by a commission of members of the Faculty.*

*More information can be found at the web-site: http://www.cimea.it/default.aspx?IDC=135 .*

*Statistical distribution of grades can be found at the following link: http://europa.uniroma3.it/relint_nuovo/sito_2005/view.asp?id=199*

## 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: intlinfo@ugr.es Tel: +34 958 249 030 | http://internacional.ugr.es/pages/movili dad/estudiantes/entrantes/residenciains pain |
| I ROMA16 | incoming.students@uniroma3.it ph: +390657332329/328 | http://europa.uniroma3.it/relint_nuovo/ sito_2005/view.asp?id=224 |

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[12] http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

| | | |
|---|---|---|
| | fax: +390657332330 | |

## 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 GRANADA01 | International Relations and Development Cooperation Office<br>e-mail: intlinfo@ugr.es<br>Tel: +34 958 249 030 | http://internacional.ugr.es/pages/movilid ad/estudiantes/salientes/seguros/seguros |
| I ROMA16 | incoming.students@uniroma3.it<br><br>ph: +390657332329/328<br><br>fax: +390657332330 | http://europa.uniroma3.it/progeustud |

## 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: alojamiento@ugr.es | http://estudiantes.ugr.es/alojamientos3/ |
| I ROMA16 | erasmus@cts.it ph. +39 06 44111517 | http://europa.uniroma3.it/relint_nuovo/sito_2005/view.asp?id=228 |

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

| Institution [Erasmus code] | Name, function | Date | Signature[13] |
|---|---|---|---|
| E GRANADA01 | Signed by delegation of the Rector: CARMEN ENRIQUE MIRÓN DEAN of Faculty of Education and Humanities of Melilla | 8-2-2016 | |
| I ROMA16 | Prof.Luca Pietromarchi Erasmus Institutional Coordinator | 29/01/2016 | |

[13] Scanned signatures are accepted