

Erasmus+ Programme

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

Inter-institutional¹ 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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Artevelde University College Ghent	B GENT39	Administrative contact Anne Van Autryve E anne.vanautryve@arteveldehs.be P +32(0)9 234 75 02 Erasmus Coordinator Inge Piryns E inge.piryns@arteveldehs.be P +32(0)9 234 90 62	http://www.arteyeldehogeschool.be/en

¹ Inter-institutional agreements can be signed by **two or more** higher education Institutions

Università della Valle d'Aosta	I AOSTA02	International Relations Office Grand-Chemin 73/75 11020 Saint-Christophe Italy E-mail: u-rel-internazionali@univda.it Tel. +39 (0)165 066 712 +39 (0)165 066 734 Fax +39 (0)165 066 748 Academic contact: Mrs. Teresa Grange t.grange@univda.it	General: www.univda.it Incoming students: http://www.univda.it/context_with_sublink.jsp?ID_LINK=360&area=6 Course Catalogue: http://www.univda.it/context.jsp?ID_LINK=1609&area=8
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B. Mobility numbers per academic year

If the agreement is signed for more than one 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.

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
B GENT39	I AOSTA02	144	Bachelor of Primary Education	Undergraduate	6,00 months 2 persons	
I AOSTA02	B GENT39	144	Bachelor of Primary Education	Undergraduate	6,00 months 2 persons	

Please note that the number of months indicated above is the number of months per student, and NOT the sum of months for all students.

**Optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.*

FROM	TO	Subject area code	Subject area name	Study cycle	Number of staff mobility periods	
					Staff Mobility for Teaching	Staff Mobility for Training
B GENT39	I AOSTA02	729	Bachelor of Occupational Therapy		2,00 weeks 2 persons	

B GENT39	I AOSTA02	144	Bachelor of Primary Education		1,00 weeks 1 persons	
IAOSTA02	B GENT 39	144	Bachelor of Primary Education		1,00 weeks 1 persons	
B GENT39	I AOSTA02	315	Bachelor of Social Work		2,00 weeks 2 persons	

Please note that the number of hours/weeks indicated above is the number of hours/weeks per staff mobility, and NOT the sum of hours/weeks for all staff mobilities.

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:

Institution	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
B GENT39		English		1: B1 2:	1: B2 2:
I AOSTA02		Italian		Students must have sufficient knowledge to attend courses and take exams	Courses may be taught in languages other than Italian, in particular French and 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

We welcome students and staff with disabilities. For more information, please contact valerie.vanhees@arteveldehs.be

I AOSTA02 is able to receive students 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]
B GENT39	15TH MAY	15TH NOVEMBER
I AOSTA02	30th June (Nomination and Application)	30th November (Nomination and Application)

2. The receiving institution will send its decision within **4** weeks.
3. A Transcript of Records will be issued by the receiving institution no later than **4** 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 1 September 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

B GENT 39:

Each incoming student at Artevelde University College Ghent is provided with an AHS ECTS grading table, accompanying the Transcript of Records.

I AOSTA 02:

The grading scale is 0-30 *cum laude*

Notes below 18 are considered as insufficient / failed.

ECTS

1 ECTS = 25 workload hours

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:

Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
B GENT39	Anne Van Autryve E anne.vanautryve@arteveldehs.be P + 32 (0) 9 234 75 02	http://www.arteveldehogeschool.be/en
I AOSTA02 - Università della Valle d'Aosta	International Relations Office Grand-Chemin 73/75 11020 Saint-Christophe Italy E-mail: u-rel-internazionali@univda.it Tel. +39 (0)165 066 712 +39 (0)165 066 734 Fax +39 (0)165 066 748	http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&area=6

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:

Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
B GENT39	Van De Velde, Ann E Ann.vandavelde@arteveldehs.be verzekeringen@arteveldehs.be P + 32 (0) 9 234 91 37	http://www.arteveldehogeschool.be/en

I AOSTA02	<p>International Relations Office Grand-Chemin 73/75 11020 Saint-Christophe Italy</p> <p>E-mail: u-rel-internazionali@univda.it Tel. +39 (0)165 066 712 +39 (0)165 066 734 Fax +39 (0)165 066 748</p>	<p>http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&area=6</p>
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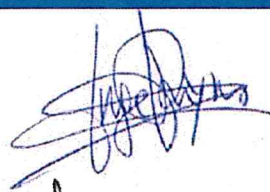


4. Housing

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:

Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
B GENT39	<p>Elena Beellaert</p> <p>E elena.beellaert@arteveldehs.be huisvesting@arteveldehs.be P + 32 (0) 9 269 60 61</p>	<p>http://www.arteveldehogeschool.be/en</p>
I AOSTA02	<p>International Relations Office Grand-Chemin 73/75 11020 Saint-Christophe Italy</p> <p>E-mail: u-rel-internazionali@univda.it Tel. +39 (0)165 066 712 +39 (0)165 066 734 Fax +39 (0)165 066 748</p>	<p>http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&area=6</p>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
B GENT39	Institutional Erasmus Coordinator Inge Piryns	23/04/2014	
I AOSTA02	Prof. Fabrizio Cassella Rector	25/09/2014	 

² Scanned signatures are accepted