



Erasmus+ Programme

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

Inter-institutional agreement Academic years 2014-2015 – 2020-2021 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)
Università della Valle d'Aosta – Université de la Vallée d'Aoste	I AOSTA02	<p>International Relations Office</p> <p>Grand-Chemin 73/75 11020 Saint-Christophe Italy</p> <p>E-mail: u-rel-internazionali@univda.it</p> <p>Tel. +39 (0)165 066 712 +39 (0)165 066 734</p> <p>Fax +39 (0)165 066 748</p> <p>Academic contact: Mrs. Anna Maria Merlo a.merlo@univda.it</p>	<p>General: www.univda.it</p> <p>Incoming students: http://www.univda.it/context_with_sublink.jsp?ID_LINK=360&area=6</p> <p>Course Catalogue: http://www.univda.it/context.jsp?ID_LINK=1609&area=8</p>

<p>Universidad Autónoma de Madrid</p>	<p>E MADRID04</p>	<p>Dra Amaya Mendikoetxea Pelayo Mrs Matilde Delgado Chauton</p> <p>Oficina Relaciones Internacionales y Movilidad</p> <p>Plaza Mayor, C/ Einstein 5 Ciudad Universitaria Cantoblanco 28049 Madrid, Spain</p> <p>Phone +34 9149 751 33</p> <p>Fax +34 9149 78 597</p> <p>E-mail: erasmus.uam@uam.es</p> <hr/> <p>Academic contact: Dra Martha Yanneth Saboya Baquero</p> <p>Departamento de Análisis Económico:Economía Cuantitativa</p> <p>Francisco Tomás y Valiente nº5 28049 Madrid, Spain</p> <p>Phone +34 9149 75 038</p> <p>Fax +34 9149 74 313</p> <p>E-mail: ori.economicas@uam.es</p>	
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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.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [average duration]	Student Mobility for Traineeships
I AOSTA02	E MADRID04	041	Business and Administration	1 st	2 x 5 months [10 months]	
E MADRID04	I AOSTA02	041	Business and Administration	1 st	2 x 5 months [10 months]	

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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	
				Staff Mobility for Teaching [average duration]	Staff Mobility for Training
I AOSTA02	E MADRID04	041	Business and Administration	1 (1 week)	1 (1 week)
E MADRID 04	I AOSTA02	041	Business and Administration	1 (1 week)	1 (1 week)

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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies	Staff Mobility for Teaching
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
E MADRID04		Spanish		<ul style="list-style-type: none"> - Minimum B1 for graduate studies (B2 recommended) - B2 for: Faculty of Economics and Business Administration, Hispanic Studies Degree and Postgraduate Studies With the exception of specific studies that request a specific level	B2 recommended

For more details, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

[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]

I AOSTA 02 is able to receive students with disabilities.

E MADRID 04:

- Postgraduate students must fulfill the requirements of the specific Master or Doctoral Programme, for more information they must contact the international Relations Office of the Faculty concerned.

¹ See the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

- There is an office in charge of counseling and helping disabled students that can be contacted by email at programa.discapacidad@uam.es

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term [month]
I AOSTA02	30 th June (Nomination and Application)	30 th November (Nomination and Application)
	1. Applications should be sent to the International Relations Office, cf. http://www.univda.it/relazioni_internazionali 2. The receiving institution will send its decision within 6 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.	
E MADRID04	31 st May	31 st October
	1. Applications should be sent to ori.economicas@uam.es, cf. 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 [5] weeks after the assessment period has finished at the receiving HEI.	
The present bilateral agreement will be valid during the academic years 2014/15 – 2020/21, unless either side terminates the agreement in writing at the latest by September 30 th for activities taking place during the next (n+1) academic year. Additional activities, cancellations or new subject areas are to be communicated by the same deadline.		
Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.		

[* to be adapted in case of a trimester system]

F. Information

1. Grading systems of the institutions

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

EMADRID04

The international Relations and Mobility Office recommends the following grading equivalence:

UAM	ECTS
9,0-10: MH - Matrícula de Honor (5%)	A - Excellent
9,0-10: SB - Sobresaliente	A - Excellent
8,0-8,9: NT - Notable	B - Very good
7,0-7,9 : NT - Notable	C - Good
6,0-6,9: AP - Aprobado	D - Satisfactory
5,0-5,9 : AP - Aprobado	E - Sufficient
0,0-4,9 : SS - Suspenso	FX-F - Fail

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)	Website for information
IAOSTA02	International Relations Office E-mail: u-rel-internazionali@univda.it	http://www.univda.it/context_with_sublink.jsp?ID_LIN K=168&area=6
E MADRID04	Oficina de Acogida (Reception Office) Edificio Plaza Mayor Planta Baja, Isla F 28049 Madrid Phone: 91 497 74 12/ 69 07/ 69 06/ 36 99 oficina.acogida@uam.es	http://www.uam.es/ss/Satellite/es/1242652242790/subHomeServicio/Oficina_de_acogida.htm?idenlace=1234886376451

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)	Website for information
IAOSTA 02	International Relations Office E-mail: u-rel-internazionali@univda.it	http://www.univda.it/context_with_sublink.jsp?ID_LIN K=168&area=6
E MADRID 04	Oficina de Acogida (Reception Office) Edificio Plaza Mayor Planta Baja, Isla F 28049 Madrid Phone: 91 497 74 12/ 69 07/ 69 06/ 36 99 oficina.acogida@uam.es	http://www.uam.es/ss/Satellite/es/1242652242790/subHomeServicio/Oficina_de_acogida.htm?idenlace=1234886376451

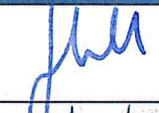

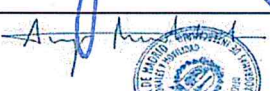

4. Housing

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 (phone)	Website for information
IAOSTA02	International Relations Office E-mail: u-rel-internazionali@univda.it	http://www.univda.it/context_with_sublink.jsp?ID_LIN K=168&area=6
E MADRID 04	Oficina de Acogida (Reception Office) Edificio Plaza Mayor Planta Baja, Isla F 28049 Madrid Phone: 91 497 74 12/ 69 07/ 69 06/ 36 99 oficina.acogida@uam.es	http://www.uam.es/ss/Satellite/es/1242652242790/subHomeServicio/Oficina_de_acogida.htm?idenlace=1234886376451

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
I AOSTA02	Prof. Fabrizio Cassella, Rector	8/04/2014	 
E MADRID04	Amaya Mendikoetxea Institutional Coordinator	27/03/2014	 

² Scanned signatures are accepted