



# 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	International Relations Office  Grand-Chemin 73/75 11020 Saint-Christophe Italy  E-mail: <a href="mailto:u-rel-internazionali@univda.it">u-rel-internazionali@univda.it</a> Tel. +39 (0)165 066 712 +39 (0)165 066 734 Fax +39 (0)165 066 748	General: <a href="http://www.univda.it">www.univda.it</a>  Incoming students: <a href="http://www.univda.it/context_with_sublink.jsp?ID_LINK=360&amp;area=6">http://www.univda.it/context_with_sublink.jsp?ID_LINK=360&amp;area=6</a>  Course Catalogue: <a href="http://www.univda.it/fac_context.jsp?ID_LINK=1307&amp;area=180">http://www.univda.it/fac_context.jsp?ID_LINK=1307&amp;area=180</a>
		Academic contact: Mr. Patrik VESAN <a href="mailto:p.vesan@univda.it">p.vesan@univda.it</a>	
Universidad Carlos III de Madrid	E MADRID14	<b>Administrative coordinator</b>  Ms. Elisa Huete. Exchange Programs Coordinator School of Law and Social Sciences	Erasmus information: <a href="http://portal.uc3m.es/portal/page/portal/international/students/exchange">http://portal.uc3m.es/portal/page/portal/international/students/exchange</a>

		+34 91 624 5833 elisa.huete@uc3m.es  <b>Academic contacts:</b>  Prof. Javier Lorenzo. Faculty of Social and Juridical Sciences +34 627 428 749 jlorenzo@polsoc.uc3m.es  Prof. Andrea Greppi. Faculty of Law +34 91 624 9675 andrea.greppi@uc3m.es	Course catalogue:  <a href="http://www.uc3m.es/ss/Satellite/UC3MInstitucional/en/ListadoCategorias/1371206607588/Bachelorsdegrees">http://www.uc3m.es/ss/Satellite/UC3MInstitucional/en/ListadoCategorias/1371206607588/Bachelorsdegrees</a>
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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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
					[average duration]	
I AOSTA02	E MADRID14	312	Political Sciences and civic	1 <sup>st</sup>	2 x 5 months [10 months]	
E MADRID14	I AOSTA02	312	Political Sciences and civic	1 <sup>st</sup>	1 x 5 months 1 x 5 months [10 months]	
		042	Law			

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	Staff Mobility for Training
				[average duration]	
I AOSTA02	E MADRID14	312	Political Sciences and civic	2 weeks (8 hours)	
E MADRID14	I AOSTA02	042	Law	2 weeks (8 hours)	



### 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 <sup>1</sup>	
				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 MADRID14		Spanish		B1	B2

### D. Additional requirements

#### EMADRID14:

- **Disabled Students and Staff:** The University has developed actions with the aim of improving the assistance offered to disabled persons. Among others, we offer specific services under the Integration Program for Disabled Students (see link), infrastructure adaptation and investigation projects devoted to improve their quality of life.

[http://portal.uc3m.es/portal/page/portal/cultura\\_y\\_deporte/discapacidad/english](http://portal.uc3m.es/portal/page/portal/cultura_y_deporte/discapacidad/english)

- **Buddy Program:**

[http://portal.uc3m.es/portal/page/portal/international/students/exchange/prior\\_arrival/buddy](http://portal.uc3m.es/portal/page/portal/international/students/exchange/prior_arrival/buddy)

- **Orientation Program and Welcome Event:** The Welcome Event and the Orientation for international students will take place at the beginning of each semester:

[http://portal.uc3m.es/portal/page/portal/international/students/exchange/upon\\_arrival](http://portal.uc3m.es/portal/page/portal/international/students/exchange/upon_arrival)

- **Other International Student Support and Orientation:**

- ESN (Erasmus Student Network) offers cultural activities for all international students.  
<http://www.esnuc3m.es>
- BEST: <http://best.uc3m.es> / [carlos3@best.eu.org](mailto:carlos3@best.eu.org)
- ANUDI: <http://www.anudi.org> / [madrid@anudi.org](mailto:madrid@anudi.org)
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The student service "Espacio Estudiantes" also welcomes international exchange students to take part in the activities they organize:

[http://portal.uc3m.es/portal/page/portal/cultura\\_y\\_deporte/](http://portal.uc3m.es/portal/page/portal/cultura_y_deporte/)

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

## 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 <sup>th</sup> June (Nomination and Application)	30 <sup>th</sup> November (Nomination and Application)
	1. Applications should be sent to the International Relations Office, cf. <a href="http://www.univda.it/relazioni_internazionali">http://www.univda.it/relazioni internazionali</a> 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 MADRID14	Nomination & Application: Mid-March to mid-May	Nomination & Application: Beginning of October to beginning of November.
	1. Applications should be filled in the online application form <a href="http://portal.uc3m.es/portal/page/portal/international/students/exchange/prior_arrival/application">http://portal.uc3m.es/portal/page/portal/international/students/exchange/prior arrival/application</a> 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.	
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 <sup>th</sup> 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.		

## 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



## E MADRID14

Spanish Grading System		ECTS
NP	No Report	
<4.9	Fail	F
5 to 5.9	Sufficient	E
6 to 6.9	Satisfactory	D
7 to 7.9	Good	C
8. to 8.9	Very Good	B
9 to 10	Excellent	A
10 MH	Excellent with Distinction	A+

### 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
I AOSTA02	International Relations Office E-mail: <a href="mailto:u-rel-internazionali@univda.it">u-rel- internazionali@univda.it</a>	<a href="http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&amp;area=6">http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&amp;area=6</a>
E MADRID14		<a href="http://portal.uc3m.es/portal/page/portal/international/students/exchange/prior_arrival/immigration_visa">http://portal.uc3m.es/portal/page/portal/international/s tudents/exchange/prior_arrival/immigration_visa</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.

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
I AOSTA02	International Relations Office E-mail: <a href="mailto:u-rel-internazionali@univda.it">u-rel- internazionali@univda.it</a>	<a href="http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&amp;area=6">http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&amp;area=6</a>

E MADRID14		<a href="http://portal.uc3m.es/portal/page/portal/international/students/exchange/prior_arrival/documents">http://portal.uc3m.es/portal/page/portal/international/students/exchange/prior_arrival/documents</a>



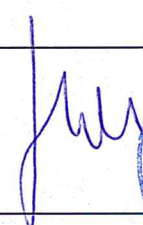

#### 4. Housing

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 (phone)	Website for information
I AOSTA02	International Relations Office  E-mail: <a href="mailto:u-rel-internazionali@univda.it">u-rel-internazionali@univda.it</a>	<a href="http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&amp;area=6">http://www.univda.it/context_with_sublink.jsp?ID_LINK=168&amp;area=6</a>
E MADRID14		<a href="http://portal.uc3m.es/portal/page/portal/servicios_jovenes/accommodation">http://portal.uc3m.es/portal/page/portal/servicios_jovenes/accommodation</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
E MADRID14	Prof. Alvaro Escribano Vice-rector of International Relations	22/01/14	 
I AOSTA02	Fabrizio Cassella, Rector	04/03/2014	 

<sup>2</sup> Scanned signatures are accepted