



Università degli Studi di Udine

Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement 2016-2021²
between programme countries

[Minimum requirements]³

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 details⁴ (email, phone)	Website (e.g. of the course catalogue)
Università degli Studi di Udine (University of Udine) International Relations and Mobility Office Via Palladio, 8 I 33100 Udine	I UDINE01	Outgoing Mobility and Erasmus Traineeship Agreements: sara.distefano@uniud.it t. +39 432 556735 federica.fabbro@uniud.it t. +39 432 556277 International Student Service iss@uniud.it t. +39 432 556218-6497 f. +39 432 556496	Homepage for Incoming Students: http://www.uniud.it/en/uniud-international/incoming-exchange-students General course catalogue: http://www.uniud.it/it/didattica/info-didattiche/guida-del-corso Courses held in English: http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses

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

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>INSTITUTO POLITÉCNICO DE CASTELO BRANCO</p> <p>Av. Pedro Álvares Cabral, nº 12 - 6000-084 Castelo Branco - Portugal.</p>	P CASTELO01	<p>Prof. João Pedro Luz Head of International Relations Office gri.coord@ipcb.pt</p> <p>Dr.ª Conceição Baptista Institutional Erasmus Coordinator cbaptista@ipcb.pt Ph.: +351 272 339 600</p>	www.ipcb.pt/en
<p>Medical Department – Bachelor in Biomedical Laboratory Techniques Degree</p> <p>Viale Ungheria 20, 33100 Udine</p>	I UDINE01	<p>Academic contact: Carla Di Loreto Email: carla.diloreto@uniud.it Tel. +39 0432 559417</p> <p>Tiziana Galai Email: tiziana.galai@uniud.it Tel. +39 0432 590942</p>	
<p>Escola Superior de Saúde</p>	P CASTELO01	<p>Academic contact: João Belo – jbelo@ipcb.pt Tel:+351 272340560</p>	

B. Mobility numbers⁵ 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 Traineeships	
					n. of students in mobility	n. of months for each mobility
I UDINE01	P CASTELO01	0914	Medical diagnostic and treatment technology	1 st	2	3
I UDINE01	P CASTELO01	0914	Medical diagnostic and treatment technology	1 st	2	3

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training*
I UDINE01	P CASTELO01	0914	Medical diagnostic and treatment technology	2 for 5 days, minimum 8 teaching hours each	tbd
I UDINE01	P CASTELO01	0914	Medical diagnostic and treatment technology	2 for 5 days, minimum 8 teaching hours each	tbd

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 ⁶	
				Student Mobility for Traineeships [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01	0914	English	Italian	ENGLISH B1	ENGLISH B2
P CASTELO01	All	Portuguese	English	B1	B2

⁶ 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>

I UDINE01: Courses held in English can be offered within some study courses. Students can check the complete list of this courses on the web-site page: <http://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses>

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

I UDINE01:

1. The incoming Erasmus students/partner universities can check information about extension of the study period and changes to the original Learning agreement for Traineeships the web-site page: <http://www.uniud.it/en/uniud-international/incoming-exchange-students>
2. For the Incoming Erasmus students they have to have done an Health Certificate in own Institution that includes Tuberculosis test (Mantoux) in the last 2 years, HCV, HBsAg, HBcAb, HIV tests and to take their booklet of vaccinations (Hepatitis B virus vaccination, Tetanus vaccination ...) and also a certificate if there are any limitations for the training (i.e. latex or mobility limitation). In case of pregnancy, we apply our national laws to avoid the maternal exposure at risks.

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 UDINE01	15 May (nomination letter)	30 September (nomination letter)
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

I UDINE01:

2. I UDINE01 will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from I UDINE01 (such as online nominations etc.).
3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). It cannot be guaranteed the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc.).
4. I UDINE01 will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.
5. Erasmus incoming student at the I UDINE01 has to collect the Traineeship Certificate before leaving Udine, otherwise the Traineeship Certificate will be issued and sent by the I UDINE01 no later than 5 weeks directly to the personal post address of the student.
6. Termination or modification of the agreement:
A unilateral decision to discontinue or to change the exchanges notified to the other party by April of each year will only take effect from the September of the following new academic year.

F. Information

1. Grading systems of the institutions

I UDINE01: Students can check the grading systems on the web-page: <http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects>

P CASTELO01:

1 full academic year = 60 credits
1 semester = 30 credits

The Portuguese grading scale is from 0 to 20.

- 10 is the minimum passing grade.
- 10 to 13 - Sufficient to Satisfactory
- 14 and 15 - Good
- 16 and 17 - Very good
- 18 to 20 - Excellent

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
I UDINE01	iss@uniud.it	http://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/right-to-stay-in-udine-no-eu-students
P CASTELO01	Foreign People and Borders Office Tel: +351 272 349 500 del.cbranco@sef.pt	http://www.sef.pt/portal/V10/EN/asp/page.aspx

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
I UDINE01	-	http://www.uniud.it/en/uniud-international/incoming-exchange-students/pre-arrival-information/health-insurance
P CASTELO01	European Commission (Employment, Social Affairs & Inclusion)	European Health Insurance Card http://ec.europa.eu/social/main.jsp?catId=559 http://www.ipcb.pt/en/index.php/before-departure

I UDINE01:





The University of Udine provides a tort liability insurance and an insurance against industrial incidents for its outgoing students. Non EU students can provide personally to get a private insurance in order to obtain the VISA for the study period. EU students can ask to the home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.

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
I UDINE01		http://www.uniud.it/en/uniud-international/incoming-exchange-students/pre-arrival-information/accommodation-in-udine
P CASTELO01	incoming@ipcb.pt Ph.: +351 272 339 625	http://www.ipcb.pt/en/index.php/before-departure

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷	University stamp
I UDINE01	Prof.ssa M. Ballerini, Deputy of Vice Chancellor for the Erasmus	14/04/16		
P CASTELO01	Prof. Dr. João Pedro Luz Head of International Office	1/6/2016	 	

⁷ Scanned signatures are accepted