



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

Inter-institutional agreement 2015-2021
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 Vice-Rector's Office for International Relations and Development Cooperation	E GRANADA01	Complejo Admvo. Triunfo, Cuesta del Hospicio, s/n E-18071 Granada Tel.: +34 958 241 990; Fax.: +34 958 243 009; vrinternacional@ugr.es	http://www.ugr.es http://internacional.ugr.es/
Escuela Técnica Superior de Ingenierías Informática y de Telecomunicación ETSIIT - UGR		Dr. Antonio García ETSIIT-UGR Tel.: +34-958242803 Fax: +34-958242803 etsi2doc@ugr.es	http://etsiit.ugr.es
Università del Salento	I LECCE01	Administrative contact: Kelly Serbeti Student Mobility Office Viale Gallipoli, 49, 73100 Lecce tel.: +39 0832 293566, fax: +39 0832 293369 programmi.europei@unisalento.it kelly.serbeti@unisalento.it	http://www.unisalento.it/web/guest/facolta http://unisalento.it/manager/studenti/
Dipartimento di Ingegneria dell'Innovazione		Prof Luciano Tarricone Tel. +39 0832 297226 luciano.tarricone@unisalento.it	

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.

B. Mobility numbers³ 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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle ⁴	Number of student mobility periods ⁵
E GRANADA01	I LECCE01	481	Informatics, Computer Science	1st	2 (18)
		523	Telecommunications	1st	2 (18)
I LECCE01	E GRANADA01	481	Informatics, Computer Science	1st	2 (20)
		523	Telecommunications	1st	2 (20)

Staff Mobility for Teaching

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 ⁶
E GRANADA01	I LECCE01	481	Informatics, Computer Science	1(5)
		523	Telecommunications	1(5)
I LECCE01	E GRANADA01	481	Informatics, Computer Science	1(5)
		523	Telecommunications	1(5)

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 [Erasmus code]	Language of instruction 1	Language of instruction 2 ⁷	Recommended language of instruction level ⁸	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E GRANADA01	Spanish		B1 ⁹	B2
I LECCE01	Italian		B1 ¹⁰	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 requirements¹¹

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 Università del Salento

Incoming international staff members should apply for visits to the departmental coordinators of the respective faculty with copy sent to the Student Mobility Office (programmi.europei@unisalento.it) of the University of Salento.

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Student Mobility Office: international.mobility@unisalento.it

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 Is not required any specific language certificate but the selected students must have the necessary level to be able to attend lessons and sit exams.

¹¹ 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 LECCE01	June 30 th	October 31 st

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 ¹²	September – February	February – July
I LECCE01	September – February	February – 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.

Statistical distribution of grades according to the descriptions in the ECTS users' guide¹³ will be available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de->

¹² See information sheet for the current year <http://internacional.ugr.es/pages/perfiles/socios/socios>

¹³ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

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>.

Università del Salento grading system

For details please visit our web pages:

<http://unisalento.llpmanager.it/studenti/>

http://www.unisalento.it/web/guest/studies_abroad

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/movilidad/estudiantes/entrantes/residenciainspain
I LECCE01	international.mobility@unisalento.it	https://www.internazionalizzazione.unisalento.it/student_visa

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 e-mail: intlinfo@ugr.es Tel: +34 958 249 030	http://internacional.ugr.es/pages/movilidad/estudiantes/salientes/seguros/seguros
I LECCE01	international.mobility@unisalento.it	http://unisalento.llpmanager.it/incoming/documenti/insurance.pdf



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 LECCE01	international.mobility@unisalento.it	http://unisalento.llpmanager.it/studenti/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹⁴
E GRANADA01	Signed by delegation of the Rector: Joaquín Fernández-Valdivia, Director ETSIIT - UGR	13 MAR. 2015	
I LECCE01	Prof. Vincenzo Zara Rector		

¹⁴ Scanned signatures are accepted