Erasmus+ Programme
Key Action 1 - Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional[1] agreement 2014-2020[21][2]
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[3] (email, phone)	Website (eg. of the course catalogue)
Rheinisch-Westfälische Technische Hochschule Aachen (Aachen University) - Faculty of Electrical Engineering and Information Technology (Fac.6)	D AACHEN01	Departmental coordinator: Dr. Hermann Wehr Administrative Director and ERASMUS Coordinator Faculty of Electrical Engineering and Information Technology Phone: +49 241 80-269 85 Fax: +49 241 80-223 43 Email: erasmus@fb6.rwth-aachen.de Administrative coordinator: Claudia Hanke, M.A. ERASMUS co-ordinator International Office of RWTH Aachen University Templergraben 57 D – 52062 Aachen Tel.: +49 241 80 90684 Fax: +49 241 80 92662 email: claudia.hanke@zhv.rwth-aachen.de	http://www.elektrotechnik.rwth-aachen.de/cms/Elektrotechnik_und_Informationstechnik/Studium/Internationales/~evq/Bewerber_Austauschstudium_Incomings_/lidx/1/ http://www.rwth-aachen.de/cms/root/Die_RWTH/Einrichtungen/Verwaltung/Dezernate/~pvd/2_0_Internationale_Hochschulbeziehunge/lidx/1/
Universidad Politécnica de Madrid – ETS Ingeniería y Sistemas de Telecomunicación (Technical University of Madrid – School of Telecommunication Engineering and Systems)	E MADRID05	Prof. Alberto Almendra Erasmus Institutional Coordinator international.europe@upm.es Prof. Rafael Herradón School Coordinator, ETSIST movilidad@euitt.upm.es +34 91 336 7774	www.upm.es www.euitt.upm.es

B. Mobility numbers[4] 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, 1st, 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
D AACHEN01	E MADRID05	523	Telecomm. & Electronics Eng.	1st	1 x 10 = 10	--
D AACHEN01	E MADRID05	523	Telecomm. & Electronics Eng.	2nd	1 x 10 = 10	--

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

E MADRID05	D AACHEN01	523 (*Courses available for ERASMUS Students are listed below)	Telecomm. & Electronics Eng.	1st	1 x 10 = 10	--
E MADRID05	D AACHEN01	523 (* Courses available for ERASMUS Students are listed below)	Telecomm. & Electronics Eng.	2nd	1 x 10 = 10	--

*Courses available for ERASMUS students at RWTH Aachen University

1.) Bachelor 's degree program Electrical Engineering, Information Technology and Computer Engineering (BSETITTI)

http://www.campus.rwth-aachen.de/rwth/all/subfields.asp?field=Elektrotechnik%2C+Informationstechnik+und+Technische+Informatik+%28B.Sc.%29&group=Bachelor+of+Science+%28B.Sc.%29&tguid=0x90EB26AE8AB3B342892FD3F86D9AD3EF

2.) Master's degree program Electrical Engineering, Information Technology and Computer Engineering (MSETITTI)

http://www.campus.rwth-aachen.de/rwth/all/subfields.asp?field=Elektrotechnik%2C+Informationstechnik+u.+Technische+Informatik+%28M.Sc.%29&group=Master+of+Science+%28M.Sc.%29&tguid=0x90EB26AE8AB3B342892FD3F86D9AD3EF

Of the 8 fields of study of the Master's degree program, the fields of study "Communications Engineering" and "Electrical Power Engineering" are English-taught

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 *
D AACHEN01	E MADRID05	523	Telecomm. & Electronics Eng.	1teacher 1w. 5h.	
E MADRID05	D AACHEN01	523	Telecomm. & Electronics Eng.	1teacher 1w. 5h.	

[*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.]

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[5]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D AACHEN01	Electrical Engineering, Information Technology and Computer Engineering				.
	BSETITTI	German		B1 German	
	MSETITTI	German	German	B1 German/English (depending on language of instruction of course choice)	B2 English
E MADRID05	523	Spanish	English	B1 Spanish	B2 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

D AACHEN01	Incoming Exchange Students are required to attend the Orientation Days
E MADRID05	--

Infrastructure to welcome students and staff with disabilities

Contact	Information
D AACHEN01 Antonia Vietz, M.A. Antonia.Vietz@zhv.rwth-aachen.de	Studies at RWTH Aachen University should be unrestricted for every person. The university is particularly responsive to the special needs of students with disabilities or chronic illnesses. From accessible access to lecture halls and institutions to relaxation rooms and competent, individual advising. Further information is available at: http://www.rwth-aachen.de/cms/main/root/Studium/Im_Studium/Beratung_Hilfe/~eji/Studium_mit_H andicap/?lidx=1
E MADRID05 discapacidad.alumnos@upm.es	The UPM has a Disability Service dependent on the Students Ofiice. They guarantee the equal opportunities and no-discrimination in the entrance, stay and development of the studies in the University context. They also raise all University members awareness of the no-barrier to education and universal design. http://www.upm.es/institucional/UPM/CompromisoSocial/UnidadAtencionDiscapaci dad

E. Calendar

1. Applications/Information on nominated students must reach the receiving Institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D AACHEN01	May 31th	January 31st
E MADRID05	June 10th	December 1st

2. The receiving institution will send its decision within four weeks.
3. A Transcript of Records will be issued by the receiving institution no later than four weeks after the assessment period has finished at the receiving HEI.

For RWTH Aachen University: 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. (Winter semester: February to April, summer semester: July to September).

4. Termination of the agreement

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. 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

D AACHEN01	Grading System in use at the Faculty of Electrical Engineering and Information Technology of RWTH Aachen University				
	RWTH grade	German wording	English wording		ECTS grade
	1,0 - 1,3	Sehr gut	Excellent	an outstanding achievement	A
	1,7 - 2,0	Gut	Very good	an achievement substantially above average requirements	B
	2,3 - 3,0	Gut/ Befriedigend	Good/ Satisfactory	an achievement which corresponds to average requirements	C
	3,3	Befriedigend	Satisfactory	an achievement which corresponds to average requirements	D
	3,7 – 4,0	Ausreichend	Suffcient	an achievement which barely meets the requirements	E
	4,3 - 5,0	Mangelhaft	Failed	an achievement which does not meet the requirements	F
E MADRID05	9 - 10	Excellent	Excellent performance		
	8 – 8,9	Good	Above average performance		
	7 – 7,9				
	6 – 6,9	Pass	Average performance		
	5 – 5,9		Performance that, in spite of its shortcomings, still satisfies the minimum requirements.		
	4 – 4,9	Fail	Inadequate performance (Credit is not earned).		
	0 – 3,9				

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
D AACHEN01	Antonia Vietz, M.A. Antonia.Vietz@zhv.rwth-aachen.de	http://www.rwth-aachen.de/cms/root/Studium/Im_Studium/Beratung_Hilfe/~cbft/Internationale_Studierende/
E MADRID05	No VISA required as an EU national. erasmus@upm.es	

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
D AACHEN01	Antonia Vietz, M.A. Antonia.Vietz@zhv.rwth-	http://www.rwth-aachen.de/go/id/bqse/

	aachen.de	
E MADRID05	erasmus@upm.es	European Health Insurance Card www.centrossanitarios.sanidadmadrid.org

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
D AACHEN01	Antonia Vietz, M.A. Antonia.Vietz@zhv.rwth-aachen.de	http://www.rwth-aachen.de/go/id/bqse/
E MADRID05	movilidad@euitt.upm.es info@aluni.net	http://www.euitt.upm.es/estudiantes/servicios/alojamiento http://www.aluni.net/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[6]
D AACHEN01	Univ.-Prof. R. Mathar Dean of the Faculty of Electrical Engineering and Information Technology	28.11.2013	
E MADRID05	Prof. Rafael Herradón School Coordinator Prof. Alberto Almendra Erasmus Institutional Coordinator	29/11/2013	

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[6] Scanned signatures are accepted