Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional[1] agreement 2018/19 – 2020/2021
between programme countries
[Minimum requirements][2]

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)
Universidad Politécnica de Madrid - ETS Ingeniería y Sistemas de Telecomunicación. *Technical University of Madrid – School of Telecommunications Systems and Engineering.* (ETSIST-UPM)	E MADRID05	Prof. Alberto Almendra Erasmus Institutional Coordinator international.europe@upm.es Prof. Antonio Pedrero School Coordinator, ETSIST movilidad@etsist.upm.es +34 91 0673211	www.upm.es www.etsist.upm.es/internacional/incoming-students/incoming-erasmus
University of Sassari International Relations Office	I SASSARI01	Institutional coordinator: Dr. Savio Regaglia relint@uniss.it ; upc9@uniss.it	https://en.uniss.it/study/degree-courses

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[1] Inter-institutional agreements can be signed by two or more higher education institutions

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

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

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*
E MADRID05	I SASSARI01	061	ICTs	1st & 2nd	2 x 10 = 20	✓
E MADRID05	I SASSARI01	061	ICTs	3rd	2 x 3 = 6	✓
I SASSARI01	E MADRID05	061 / 0714	ICTs / Electronics& Automation	1st & 2nd	2 x 10 = 20	✓
I SASSARI01	E MADRID05	061 / 0714	ICTs / Electronics& Automation	3rd	2 x 3 = 6	✓

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*
E MADRID05	I SASSARI01	061	ICTs	2 x 5 days	✓
I SASSARI01	E MADRID05	061 / 0714	ICTs / Electronics& Automation	2 x 5 days	✓

*[*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 instruc-tion 1	Language of instruction 2	Recommended language of instruction level⁵	
				Student Mobility for Studies [*Minimum recommended level: B1*]	Staff Mobility for Teaching [*Minimum recommended level: B2*]
E MADRID05	I SASSARI01	Spanish	English (MSc)	Spanish B1 English B2	B2
I SASSARI01	E MADRID05	Italian	English	B1	B2

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 SASSARI01:

- ***Student mobility for studies:***

At University of Sassari Erasmus exchange students need to be nominated by their home institution first. Please indicate subject area code, student name, email, term(s) etc.

You will find further information on requirements and measures of preparing under the following website: http://en.uniss.it

- ***Students and staff with disabilities:***

University of Sassari provides infrastructure for welcoming students and staff with disabilities. Please find further information at the following website: http://www.uniss.it/ateneo/il-nostro-ateneo/studenti-disabili *(in Italian available only)*

[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]

E MADRID05

Incoming students and staff with disabilities need to write to discapacidad.alumnos@upm.es.

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⁵For 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

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 MADRID05	Application deadline: 1 June	Application deadline: 1 December
I SASSARI01	Nomination Deadline: 01 July Application Deadline: 15 July	Nomination Deadline: 01 December Application Deadline: 15 December

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

I SASSARI01:

-The receiving institution will send its decision within 2/3 weeks.

-A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines].

-Termination of the agreement: The present Bilateral Agreement will be valid for the academic years mentioned above unless either side terminates the present Agreement in writing by June 1st of the year prior to the academic year concerned. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

E MADRID05:

- The receiving institution will send its decision within 4 weeks from the application deadline.

- A Transcript of Records with attendance dates will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI. If the transcript is issued directly to the student, a scanned copy of the transcript of records will be sent to the international office of the sending institution.

- 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

I SASSARI01

https://en.uniss.it/study/credits-and-ects-system

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
E MADRID05	No VISA required as an EU national. erasmus@upm.es	www.upm.es/FuturosEstudiantes/AtencionAlumno/TramitacionVisados
I SASSARI01	Savio Regaglia relint@uniss.it Antonella Selis aselis@uniss.it	https://en.uniss.it/about-uniss/welcome-guides/guide-erasmus-students

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:

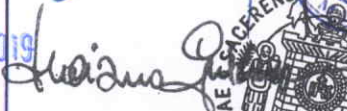| Institution Erasmus code]	Contact details (email, phone)	Website for information
E MADRID05	erasmus@upm.es	. European Health Insurance Card . Insurance Policy for international mobility www.upm.es/institucional/Estudiantes/Seguros/SeguroMovilidadInternacional
I SASSARI01	Antonella Selis aselis@uniss.it	https://en.uniss.it/about-uniss/welcome-guides/guide-erasmus-students

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 MADRID05	movilidad@etsist.upm.es info@aluni.net	www.etsist.upm.es/estudiantes/servicios/alojamiento www.aluni.net
I SASSARI01	Antonella Selis aselis@uniss.it *Erasmus Student Network* +39 079 229719 +39 079 229718 erasmuss@uniss.it	https://en.uniss.it/about-uniss/welcome-guides/guide-erasmus-students

G.   SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[6]
E MADRID05	Prof. Antonio Pedrero School Coordinator Prof. Alberto Almendra Erasmus Institutional Coordinator	18/02/2019	
I SASSARI01	Prof. Luciano Gutierrez Rector's Delegate for International Relations	1 9 FEB. 2019	

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[6]Scanned signatures are accepted