



# Erasmus+ Programme Key Action 1

- Mobility for learners and staff -  
Higher Education Student and Staff Mobility

## Inter-institutional agreement 2018/19 - 2020/21

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                       | Erasmus code | Contact details   | Website   |
|---|--------------|---|---|
| Tampere University of Applied Sciences (TAMK) | SF TAMPERE06 | Institutional Coordinator<br>Kirsi Jokipakka<br><br><a href="mailto:international.office@tamk.fi">international.office@tamk.fi</a><br><a href="mailto:staffexchange@tamk.fi">staffexchange@tamk.fi</a><br><a href="mailto:incoming.students@tamk.fi">incoming.students@tamk.fi</a><br><a href="mailto:outgoing.students@tamk.fi">outgoing.students@tamk.fi</a><br>Tel +358 3 2452 111<br>Fax. +358 3 2452 360 | <a href="http://www.tamk.fi/en">http://www.tamk.fi/en</a> |
| Universidad Politécnica de Madrid (UPM)       | E MADRID05   | Prof. Alberto Almendra,<br>Erasmus Institutional<br>Coordinator. c/ Ramiro de<br>Maeztu, 7. 28040 Madrid.<br>Spain.<br>Tel: +34 91 336 3660<br>Fax: +34 91 336 3664<br><a href="mailto:international.europe@upm.es">international.europe@upm.es</a>   | <a href="http://www.upm.es">www.upm.es</a>                |

More contact and other information can be given in a separate info sheet accompanying this agreement.

### 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 the calendar year (for the next academic year).

| FROM         | TO           | Subject area code (ISCED) | Subject area name                                     | Study cycle level | Number of student mobility periods |                                  |
|--------------|--------------|---------------------------|---|-------------------|------------------------------------|----------------------------------|
|              |              |                           |   |                   | Student Mobility for Studies       | Student Mobility for Traineeship |
| SF TAMPERE06 | E MADRID05   | 0612/0613                 | Database and network design/Software and applications | 1 <sup>st</sup>   | 2x10=20 months                     |                                  |
| E MADRID05   | SF TAMPERE06 | 061                       | ETS de Ingeniería y Sistemas de Telecomunicación      | 1 <sup>st</sup>   | 2x10=20 months                     |                                  |

| FROM | TO | Subject area name | Number of staff mobility periods |
|------|----|-------------------|----------------------------------|
|------|----|-------------------|----------------------------------|

|              |              | Subject area code (ISCED) |  | Staff Mobility for Teaching | Staff Mobility for Training |
|--------------|--------------|---------------------------|--|-----------------------------|-----------------------------|
| SF TAMPERE06 | E MADRID05   | 0612/0613                 | Database and network design/Software and applications  | 1 x 2-5 days                | 1 x 1 week                  |
| E MADRID05   | SF TAMPERE06 | 061                       | ETS de Ingeniería y Sistemas de Telecomunicación<br><del>ETS de Ingeniería y Diseño Industrial</del> | 1 x 2-5 days                | 1 x 2-5 days                |

### 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 | Subject area (optional) | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level   |                             |
|-----------------------|-------------------------|---------------------------|---------------------------|---|-----------------------------|
|                       |                         |                           |                           | Student Mobility for Studies / Traineeships | Staff Mobility for Teaching |
| SF TAMPERE06          |                         | Finnish                   | English*)                 | B2  | B2                          |
| E MADRID05            | 061                     | Spanish                   | English(ETSIST)           | B1  |                             |
|                       | 0713                    | Spanish                   |                           | B1  |                             |

\*)TAMK expects exchange students to have proficient English skills before coming to Finland. Teaching typically involves active student participation, class discussion, project work and student presentations. It means that you must have a command of the English language equivalent of the IELTS score of 6.0, the TOEFL score of 550 (paper-based test) or 80 (internet-based test) or level B2 in European Language Levels. Other equivalent proof of your English language competency is also acceptable.

For more details on the language of instruction recommendations, see the course catalogue of each institution (links provided on Page 1).

### D. Additional requirements

**SF TAMPERE06:** Tampere University of Applied Sciences has the infrastructure to welcome students and staff with disabilities. However, all applications will be reviewed case by case and must be brought to the receiving institution's attention no less than six (6) months prior to intended time of arrival.

**E MADRID05:**

### E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

| Receiving institution | Autumn semester | Spring semester |
|-----------------------|-----------------|-----------------|
|-----------------------|-----------------|-----------------|



|              |           |              |
|--------------|-----------|--------------|
| SF TAMPERE06 | April 30  | October 31   |
| E MADRID05   | June 10th | December 1st |

2. The receiving institution will send its decision within **4 weeks from the application deadline**.
3. 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.
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

**SF TAMPERE06:** <http://ops.tamk.fi/index.php/en/en>

**E MADRID05:** Grading system UPM: 0-4 fail; 5-6 pass; 7-8 good; 9 very good; 10 honour

### 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  | Contact details  | Website for information   |
|--------------|--|---|
| SF TAMPERE06 | <a href="mailto:Incoming.students@tamk.fi">Incoming.students@tamk.fi</a><br>Tel +358 3 2452 111<br>Fax +358 3 2452 360 | <a href="http://www.mlgri.fi">http://www.mlgri.fi</a>   |
| E MADRID05   | No VISA required as an EU national.<br><a href="mailto:erasmus@upm.es">erasmus@upm.es</a>                              | <a href="http://www.upm.es/Institucional/Estudiantes/Atencion/TramitacionVisados">http://www.upm.es/Institucional/Estudiantes/Atencion/TramitacionVisados</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  | Contact details  | Website for information   |
|--------------|--|---|
| SF TAMPERE06 | <a href="mailto:Incoming.students@tamk.fi">Incoming.students@tamk.fi</a> | <a href="http://www.tamk.fi/studentexchange">http://www.tamk.fi/studentexchange</a> |

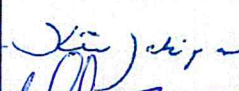

|            |  |  |
|------------|--|--|
|            | Tel +358 3 2452 111<br>Fax +358 3 2452 360                           |  |
| E MADRID05 | <a href="mailto:erasmus@upm.es">erasmus@upm.es</a><br>+34-91-3367986 | <b>. European Health Insurance Card</b><br><a href="http://www.centrossanitarios.sanidadmadrid.org">www.centrossanitarios.sanidadmadrid.org</a><br><b>. Insurance Policy for international mobility (15C)</b><br><a href="http://www.upm.es/institucional/Estudiantes/Seguros/SeguroMovilidadInternacional">http://www.upm.es/institucional/Estudiantes/Seguros/SeguroMovilidadInternacional</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  | Contact details  | Website for information  |
|--------------|--|--|
| SF TAMPERE06 | <a href="mailto:Incoming.students@tamk.fi">Incoming.students@tamk.fi</a><br>Tel +358 3 2452 111<br>Fax +358 3 2452 360 | <a href="http://www.tamk.fi/studentexchange">http://www.tamk.fi/studentexchange</a>  |
| E MADRID05   | <a href="mailto:erasmus@upm.es">erasmus@upm.es</a><br>+34-91-3367986   | <a href="http://www.upm.es/internacional/Students/Student+Attention/dd/eebdf03a97210VqnVCM10000009c7648aRCRD">www.upm.es/internacional/Students/Student+Attention/dd/eebdf03a97210VqnVCM10000009c7648aRCRD</a> |

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

| Institution  | Name, function  | Date         | Signature   |
|--------------|---|--------------|---|
| SF TAMPERE06 | Kirsi Jokipakka<br>Head of International Services           | 2/11/2017    |  |
| E MADRID05   | Prof. Alberto Almendra<br>Erasmus Institutional Coordinator | 06 NOV. 2017 |  |

PROF. ANTONIO PEDRERO  
SCHOOL COORDINATOR  
(ETSIST-UPM)

