



# 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)  PIC Code 986178728	SF TAMPERE06	Institutional Coordinator Kirsi Jokipakka  <a href="mailto:international.office@tamk.fi">international.office@tamk.fi</a> <a href="mailto:staffexchange@tamk.fi">staffexchange@tamk.fi</a> <a href="mailto:incoming.students@tamk.fi">incoming.students@tamk.fi</a> <a href="mailto:outgoing.students@tamk.fi">outgoing.students@tamk.fi</a> Tel +358 3 2452 111 Fax. +358 3 2452 360	<a href="http://www.tamk.fi/en">www.tamk.fi/en</a>
Universidad Politécnica de Madrid ETS Ingeniería y Sistemas de Telecomunicación (Technical University of Madrid – School of Telecommunications Systems and Engineering)	E MADRID05	Prof. Alberto Almendra Erasmus Institutional Coordinator <a href="mailto:international.europe@upm.es">international.europe@upm.es</a>  Prof. Antonio Pedrero School Coordinator, ETSIST <a href="mailto:movilidad@etsist.upm.es">movilidad@etsist.upm.es</a> +34 91 336 7792	<a href="http://www.upm.es">www.upm.es</a>  <a href="http://www.etsist.upm.es">www.etsist.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	0211	Media	1 <sup>st</sup>	1x5=5 months	
E MADRID05	SF TAMPERE06	0211	Media	1 <sup>st</sup>	1x5=5 months	

FROM	TO	Subject area code (ISCED)	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
SF TAMPERE06	E MADRID05	0211	Media	1 x 2-5 days	1 x 2-5 days
E MADRID05	SF TAMPERE06	0211	Media	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		Spanish	English (MSc)	Spanish B1 / English B2	

*\*)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 15
E MADRID05	June 1	December 1

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

9 - 10	Excellent	Excellent performance
8 - 8,9		
7 - 7,9	Good	Above average performance
6 - 6,9		Average performance
5 - 5,9	Pass	Performance that, in spite of its shortcomings, still satisfies the minimum requirements.
4 - 4,9		
0 - 3,9	Fail	Inadequate performance (Credit is not earned).

### 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> Tel +358 3 2452 111 Fax +358 3 2452 360	<a href="http://www.migri.fi">http://www.migri.fi</a>
E MADRID05	No VISA required as an EU national. <a href="mailto:erasmus@upm.es">erasmus@upm.es</a>	<a href="http://www.upm.es/FuturosEstudiantes/AtencionAlumno/TramitacionVisados">www.upm.es/FuturosEstudiantes/AtencionAlumno/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> Tel +358 3 2452 111 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>	. European Health Insurance Card  . Insurance Policy for international mobility <a href="http://www.upm.es/institucional/Estudiantes/Seguros/SeguroMovilidadInternacional">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> Tel +358 3 2452 111 Fax +358 3 2452 360	<a href="http://www.tamk.fi/studentexchange">http://www.tamk.fi/studentexchange</a>
E MADRID05	<a href="mailto:movilidad@etsist.upm.es">movilidad@etsist.upm.es</a>  <a href="mailto:info@aluni.net">info@aluni.net</a>	<a href="http://www.etsist.upm.es/estudiantes/servicios/alojamiento">www.etsist.upm.es/estudiantes/servicios/alojamiento</a>  <a href="http://www.aluni.net">www.aluni.net</a>

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

Institution	Name, function	Date	Signature
SF TAMPERE06	Kirsi Jokipakka Head of International Services	20/12/ 2017	
E MADRID05	Prof. Antonio Pedrero School Coordinator  Prof. Alberto Almendra Erasmus Institutional Coordinator	19 DIC. 2017	