



# Erasmus+ Programme

## Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

### Inter-institutional<sup>1</sup> agreement 2015-2020(21)<sup>2</sup> between programme countries [Minimum requirements]<sup>3</sup>

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 <sup>4</sup> (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@uqr.es	<a href="http://www.uqr.es">www.uqr.es</a> <a href="http://internacional.uqr.es/">http://internacional.uqr.es/</a>
School Institutional Coordinator: Prof. Dolores Ferre Cano, Vice-rector for Undergraduate and Postgraduate Teaching  Agreement coordinator: Prof. Inmaculada Domínguez Aguilera Director for Internationalisation of Postgraduate Studies  Academic coordinator: Carmen Trillo, Master Coordinator.  M.U. en Historia: De Europa a América. Sociedades, Poderes, Culturas		email: <a href="mailto:epinternacional@uqr.es">epinternacional@uqr.es</a>  address: International School for Postgraduate Studies C/Paz 18. 18071 Granada, Spain. Tel.: +34 958 249 693	<a href="http://escuelaposgrado.uqr.es/">http://escuelaposgrado.uqr.es</a> /

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

UNIVERSITE TOULOUSE – JEAN JAURES	F TOULOUS02	Erasmus administrator : Yves Depigny : <a href="mailto:europa@univ-tlse2.fr">europa@univ-tlse2.fr</a> or <a href="mailto:yves.depigny@univ-tlse2.fr">yves.depigny@univ-tlse2.fr</a>  Academic coordinator : Guillaume GAUDIN : <a href="mailto:guillaume.gaudin@univ-tlse2.fr">guillaume.gaudin@univ-tlse2.fr</a>  Erasmus Institutional Coordinator : Mélanie Le-Bihan : <a href="mailto:melanie.le-bihan@univ-tlse2.fr">melanie.le-bihan@univ-tlse2.fr</a>	<a href="http://www.univ-tlse2.fr/">http://www.univ-tlse2.fr/</a>  <a href="http://www.univ-tlse2.fr/accueil/international/catalogue-des-cours-312312.kjsp?RH=1323165007559">http://www.univ-tlse2.fr/accueil/international/catalogue-des-cours-312312.kjsp?RH=1323165007559</a>
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## B. Mobility numbers<sup>5</sup> 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 <sup>6</sup>	Number of student mobility periods <sup>7</sup>
E GRANADA01	F TOULOUS02	225	History	2 <sup>nd</sup>	2 (2x5 months)
F TOULOUS02	E GRANADA01	225	History	2 <sup>nd</sup>	2 (2x5 months)

### 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 <sup>8</sup>
E GRANADA01	F TOULOUS02	225	History	1 (5)
F TOULOUS02	E GRANADA01	(225)	History	1 (5)

[\*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.]

<sup>5</sup> 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>

<sup>6</sup> 1<sup>st</sup>: undergraduate, 2<sup>nd</sup>: master or 3<sup>rd</sup>: PhD. Faculties and Schools are only allowed to sign undergraduate mobility exchange agreements. For 2<sup>nd</sup> (master) or 3<sup>rd</sup> (PhD) mobility agreements The International School for Postgraduate Studies must be contacted. [epinternacional@ugr.es](mailto:epinternacional@ugr.es)

<sup>7</sup> Total number of months of the study period.

<sup>8</sup> 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>9</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
F TOULOUS 02		French		B1 no certificate is required	B2
E GRANADA 01		Spanish		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

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

#### Additional requirements at the University of Granada

\*Orientation weeks are organized at the beginning of the autumn and spring semesters. It is recommended for incoming postgraduate students to attend them when possible.

A detailed Student's Guide is made available with all useful information.

Courses of Spanish language are available for students

The University of Granada has the infrastructure to welcome students and staff with disabilities. See <http://ve.ugr.es/pages/sae>

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
FTOULOUS02	May 31 th	November 30 <sup>th</sup>
E GRANADA01	20 <sup>th</sup> May	20 <sup>th</sup> December

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

2. The receiving institution will send its decision within [4] weeks.

<sup>9</sup> 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>

### 3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
E GRANADA01 <sup>10</sup>	September - May	Not applicable
F TOULOUS 02	September - January	January - May

4. A Transcript of Records will be issued by the receiving institution no later than [5] 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]*

5. Termination of the agreement

*In the event of unilateral termination of the agreement, 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

Notes UT2J	Mention UT2J	Pourcentage d'étudiants qui devraient obtenir la note	Note ECTS	Définition de la note ECTS
≥ 16/20	Très bien TB	3 %	A	Excellent
≥ 15/20	Bien B	3 %	A	Excellent
≥ 14/20	Bien B	6 %	B	Très bien
≥ 13/20	Assez bien AB	8%	B	Très bien
≥ 12/20	Assez bien AB	20 %	C	Bien
≥ 11/20	Passable P	40 %	D	Satisfaisant
≥ 10/20	Passable P	20 %	D	Passable
< 10/20	Echec E		F /FX	Insuffisant

<sup>10</sup> See information sheet for the current year <http://internacional.ugr.es/pages/perfiles/socios/socios>

## 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' guide<sup>11</sup> will be available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-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>.

## 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
FTOULOUS02	Elodie.CAVAILLE@univ-tlse2.fr  yves.depiqny@univ-tlse2.fr	<a href="http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559">http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559</a>
E GRANADA01	International Relations and Development Cooperation Office e-mail: <a href="mailto:intlinfo@ugr.es">intlinfo@ugr.es</a> Tel: +34 958 249 030	<a href="http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain">http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain</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 [Erasmus code]	Contact details (email, phone)	Website for information
F TOULOUS02	<a href="mailto:europe@univ-tlse2.fr">europe@univ-tlse2.fr</a>  <a href="mailto:yves.depiqny@univ-tlse2.fr">yves.depiqny@univ-tlse2.fr</a>	<a href="http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559">http://www.univ-tlse2.fr/accueil/international/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559</a>
E GRANADA01	International Relations and Development Cooperation Office e-mail: <a href="mailto:intlinfo@ugr.es">intlinfo@ugr.es</a> Tel: +34 958 249 030	<a href="http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain">http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain</a>

## 4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation,

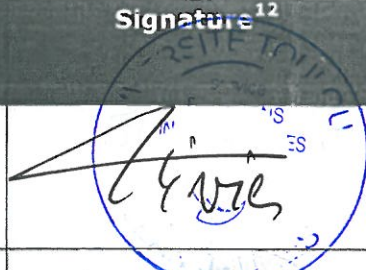
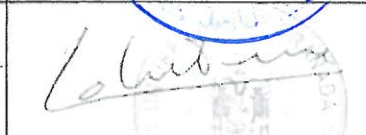
<sup>11</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

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
F TOULOUS02	<a href="mailto:europa@univ-tlse2.fr">europa@univ-tlse2.fr</a> <a href="mailto:yves.depigny@univ-tlse2.fr">yves.depigny@univ-tlse2.fr</a>	<a href="http://www.univ-tlse2.fr/accueil/International/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559">http://www.univ-tlse2.fr/accueil/International/venir-a-l-ut2j/vie-pratique-37269.kjsp?RH=1323165007559</a>
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: <a href="mailto:alojamiento@ugr.es">alojamiento@ugr.es</a>	<a href="http://estudiantes.ugr.es/alojamientos3/">http://estudiantes.ugr.es/alojamientos3/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>12</sup>
F TOULOUS02	Vice-Président for International Relations  Jean-Marc OLIVIER		
E GRANADA01	Signed by delegation of the Rector: Prof. Dolores Ferre Cano Vice-Rector for Undergraduate and Postgraduate Teaching	11/05/15	

<sup>12</sup> Scanned signatures are accepted