Erasmus+ Programme

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

Inter-institutional[1] agreement 2019-2021 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[2] (email, phone)	Website (eg. of the course catalogue)
Universitat de les Illes Balears	E PALMA01	**Ricardo Sagrera Gazeley**, Head of International Office. Ctra de Valldemossa km7.5, 07122 Palma Tel. +34971173120, Erasmus@uib.cat Agreement promoter: Ma Magdalena Brotons magdalena.brotons@uib.eu	www.uib.eu/ www.uib.cat/MONbilitat/ http://www.uib.eu/study/grau/
Università degli Studi di	I PALERMO01	**Institutional Coordinator** Prof.Ada Maria Florena	http://internationalstudents.unipa.it/target/internatio

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

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

Palermo EUC: 29133-LA-1-2014-IT-E4AKA1-ECHE		*Pro-Rector for International Mobility* **Servizio Speciale Internazionalizzazione** Universita' di Palermo - Viale delle Scienze, ed.3 - piano I 90128 Palermo (ITALY) Email: relinter@unipa.it Tel: +39 091 238 93731 **Departmental Coordinator** Salvatore Tedesco Email: salvatore.tedesco@unipa.it	nal-students/en/ **Course Catalog** http://offweb.unipa.it/ http://www.unipa.it/amministrazione/direzionegenerale/serviziospecialeinternazionalizzazione/u.o.politichediinternazionalizzazione/erasmus/erasmus-incoming-students/

B. Mobility numbers[3] per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 students]*	*Student Mobility for Traineeships* *
I PALERMO01	E PALMA01	0222	History and archaeology	1st	2 x 9 months each	
E PALMA01	I PALERMO01	0222	History and archaeology	1st	2 x 9 months each	

*[*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.]*

FROM [Erasmus	TO [Erasmus	*Subject area*	*Subject area*	Number of staff mobility periods

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[3] 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)

code of the sending institution]	code of the receiving institution]	*code* *[ISCED]*	*name* *	Staff Mobility for Teaching [total number of staff members*]	*Staff Mobility for Training* *
I PALERMO01	E PALMA01	0222	History and archaeology	1 x 8 hours	
E PALMA01	I PALERMO01	0222	History and archaeology	1 x 8 hours	

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 instruc-tion 2	Recommended language of instruction level[4]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I PALERMO01		ITALIAN*	English	B1 – No Certificate Required	B1 – No Certificate Required
E PALMA01		Spanish/Catalan		A2 Spanish	

* The main language of instruction is Italian. Most study programs offered at Università degli Studi di Palermo are Italian-taught programs. However, there may be select courses taught in English even in Italian study programs

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page].*

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[4] 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

D. Additional requirements

[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]

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

Additional requirements at I PALERMO01

The University of Palermo has the infrastructure to welcome students and staff with disabilities. See table below for contact details.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I PALERMO01	giulia.ingrassia@unipa.it +39 091 23862419	http://cud.unipa.it

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I PALERMO01	30th JUNE	30th OCTOBER
E PALMA01	Nominations deadline: 30 April Application deadline: 30 June	Nominations deadline: 30 September Application deadline: 30 November

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

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

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

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide[5]. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

E PALMA01 – REGULATORY AGREEMENT of July 22nd 2010 by virtue of which the regulation governing University of Balearic Island student exchange programmes is approved. (https://seu.uib.cat/fou/acord/94/9492.html)

Article 34. Yardstick for the recognition of credits

When credits are recognized and grades are assigned for each subject the students have studied, the following guidelines shall be taken into account in order of preference:

ECTS grades	Terms used in English	UIB grading interval/grade	Term
A	Distinction[1]	9.5-10 / 10	Matrícula d'honor[2]
A	Excellent	9-10 / 9.5	Excellent
B	Very good	8-8.9 / 8.5	Notable
C	Good	7-7.9 / 7.5	Notable
D	Satisfactory	5.9-6.9 / 6.5	Aprovat
E	Pass	5-5.9 / 5	Aprovat
F/FX	Fail	<5 / 4	Suspens

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.

I PALERMO01 grading system

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[5] http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Examinations are graded according to a scale ranging from 0 to 30, with 18 as a pass mark. A "cum laude" may be added to the highest grade (30; 30 e lode) as a mention of special distinction. All examination results are used to calculate the overall degree mark on a scale of 0 – 110. The final result is based on exam results plus the presentation of a project or dissertation in front of a Board of Examiners. The pass mark is 66 and students who obtain full marks of 110 may also be awarded 'summa cum laude' (110 e lode).

Statistical distribution of grades according to the descriptions in the ECTS users' guide will be available at http://www.unipa.it/amministrazione/direzionegenerale/serviziospecialeinternazionalizzazione/u.o.politiche diinternazionalizzazione/il-programma-erasmus-2014-2020/grading-systems/

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I PALERMO01	studentistranieri.cot@unipa.it +3909123865500	http://www.unipa.it/strutture/cot/Futuri-studenti/Sportello_Accoglienza_Studenti_Stranieri/actions/index.html
E PALMA01	International Office Erasmus.incoming@uib.es	http://internacional.uib.cat/

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
I PALERMO01	UOA - Polizze e denuncie assicurative e-mail: stella.neri@unipa.it Tel: +39 091 238 90809	http://www.unipa.it/amministrazione/areaaffarigeneralipatrimonialienegoziali/settoreaffarigeneralieconvenzioni/u.o.polizzeedenunceassicurative/
E	International	http://internacional.uib.cat/

PALMA01	Office Erasmus.incoming@uib.es	

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
I PALERMO01	CASAUNIPA - Servizio Alloggi Viale delle Scienze – Ed. "3" Segreteria Studenti – 90128 Palermo Tel. 091.23890905 email: servizioalloggi@unipa.it	http://portale.unipa.it/amministrazione/area1/ssp10/CASAUNIPA.html
E PALMA01	oficinasuport@uib.es	http://oficinasuport.uib.cat/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[6]
I PALERMO01	Università degli Studi di Palermo Prof. Ada Maria Florena Pro-Rector for International Relations	12/07/2019	

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[6] Scanned signatures are accepted

E PALMA01	Ricardo Sagrera Gazeley, Head of the International Office		