**Erasmus+ Programme**


**Bilateral Inter-Institutional Agreement**


**Key Action 1**
**Learning Mobility for Higher Education Students and Staff**


**among EU Member States and third countries associated to the Programme [1]**


The institutions 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 organization and management of the mobility, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

**Grading systems of the institutions**
Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.


**Validity period of the agreement**

| Timeframe | Academic Year* |
|---|---|
| Start of validity | [2021/2022] |
| End of validity | [2028/2029] |

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

## A. Information about the higher education institutions

| Name of the institution (and department, where relevant) | Erasmus code | Contact details[2] (email, phone) | Websites ( General/Faculties/ Course catalogue) |
|---|---|---|---|
| University of Granada | E GRANADA01 | International School for Postgraduate Studies<br>Director:<br>María del Sol Ostos Rey<br>epinternacional@ugr.es<br>Academic coordinator: | General website:<br>www.ugr.es<br>School's website:<br>https://escuelaposgrado.ugr.es/<br>Course catalogue:<br>https://www.ugr.es/estudiantes/master-doctorados |
| | | | |

## 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.]*

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

[3] Mobility numbers can be given per sending/receiving institutions and per education field (optional*: https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf)

| FROM [Erasmus code of the sending institution] | TO [Erasmus code of the receiving institution] | Subject area code (optional)* [ISCED] | Subject area name (optional)* | Field of education – Clarification (optional) | Study cycle [short cycle, 1st, 2nd or 3rd] (optional)* | Number of student mobility periods | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | Student Mobility for Studies [total number of students] | Student mobility for Studies [total number of months] | Student Mobility for Traineeships (optional) * [total number of students] | Student Mobility for Traineeships (optional) * [total number of months] |
| E GRANADA01 | | | | | 3rd | | | | |
| | E GRANADA01 | | | | 3rd | | | | |

☐ **Short-term blended mobility option for students**

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

| FROM [Erasmus code of the sending institution] | TO [Erasmus code of the receiving institution] | Subject area code (optional)* [ISCED] | Subject area name (optional)* | Number of staff mobility periods | | | |
|---|---|---|---|---|---|---|---|
| | | | | Staff Mobility for Teaching [total number of staff] | Staff Mobility for Teaching [total number of days] | Staff Mobility for Training (optional)* [total number of staff] | Staff Mobility for Training (optional)* [total number of days] |
| E GRANADA01 | | | | | | | |
| | E GRANADA01 | | | | | | |

*[* Optional columns can be deleted if not applicable. 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 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 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*] |
| E GRANADA01 | | | | Language of communication agreed between the doctoral student and his/her doctoral thesis supervisor | language of communication agreed between the professors involved |
| | | | | | |

## D.    Calendar

**Nominations of incoming students must reach the institution by:**

| Receiving institution [Erasmus code] | Autumn term* [day/month] | Spring term* [day/month] |
|---|---|---|
| E GRANADA01 | May 30th | December 15th |
| | | |

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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
Tables containing official certificates accepted by the University of Granada.
https://internacional.ugr.es/pages/politica-linguistica/tablasdecertificadosaceptadosporlaugr

**Applications from incoming students must reach the institution by:**

| Receiving institution [Erasmus code] | Autumn term* [day/month] | Spring term* [day/month] |
|---|---|---|
| E GRANADA01 | June 15th | January 15th |
|  |  |  |

**Application procedure for incoming students**

| Receiving institution [Erasmus code] | Contact details (email, phone) | Website for information |
|---|---|---|
| E GRANADA01 | Complejo Administrativo Triunfo, Avenida del Hospicio s/n 18071 Granada (España), Phone +34 958 - 249 030 (242 013 /248 867/ 958 249 792), E-mail: intlinfo@ugr.es<br><br>Faculty/School: https://internacional.ugr.es/pages/movilidad/estudiantes/contactoscentros | https://internacional.ugr.es/pages/movilidad/estudiantes/entrantes<br><br>https://internacional.ugr.es/pages/movilidad/estudiantes/entrantes?lang=en |
|  |  |  |

**E. Additional requirements**

| Receiving institution [Erasmus code] | Requirement | Details | Website for information (if applicable) |
|---|---|---|---|
| E GRANADA01 | Research plan | Signed by the coordinator of the doctoral programme (UGR), the academic tutor (UGR) and the doctoral student. |  |
| Institution 2 |  |  |  |

The receiving institution will send its decision within [x] weeks, **and no later than 5 weeks.**

**Inclusion and accessibility**

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

| Receiving institution [Erasmus code] | Available infrastructure adjusted for people with: | Description of infrastructure (optional) | Contact details (email, phone) | Website for information |
|---|---|---|---|---|
| E GRANA01 | Support on offer to students with disabilities and specific educational support needs: https://internacional.ugr.es/pages/perfiles/estudiantes/discapacidad | | intlinfo@ugr.es | https://internacional.ugr.es/pages/perfiles/estudiantes/discapacidad |
| Institution 2 | | | | |

| Receiving institution [Erasmus code] | Available support services for people with: | Description of support services (optional) | Contact details (email, phone) | Website for information |
|---|---|---|---|---|
| E GRANADA01 | - Reduced mobility<br>- Hearing impairments<br>- Visual impairments<br>- Learning difficulties | | | https://ve.ugr.es/servicios/asistencia-estudiantil |
| Institution 2 | | | | |

**F. Information**

**1. 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 GRANADA01 | https://alojamiento.ugr.es/informacion/contacto | https://alojamiento.ugr.es/ |
| | | |

**2. Visa**

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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 GRANADA01 | Intlinfo@ugr.es welcome@ugr.es | https://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain |
| | | |

**3. Insurance**

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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:

| Instituti on [Erasmu s code] | Contact details (email, phone) | Website for information |
|---|---|---|
| E GRANAD A01 | Intlinfo@ugr.es  seguromovilidad@ ugr.es | https://internacional.ugr.es/pages/movilidad/estudiantes/e ntrantes/insurance |
| | | |

## 4. Additional information

| Receiving institution [Erasmus code] | Information on recognition process / other useful information: | Contact details (email, phone) | Website for information |
|---|---|---|---|
| E GRANADA01 | At the end of the mobility, the student can get an achievement certificate from the tutor | | |
| Institution 2 | | | |

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 guidelines]*

**Any other information regarding the terms of the agreement (optional)**

UGR Grading system:

In the Spanish university system, modules/courses are graded on a scale of 0 to 10 points with the following qualitative equivalence: 0-4.9:'suspenso'; 5-6.9:'aprobado'; 7-8.9:'notable'; 9-10:'sobresaliente'. A special mention, 'Matrícula de Honor' may be granted to up to 5% of the students in a group provided they have got a 'sobresaliente'. To pass a module/course is necessary to get at least 5 points. 'No Presentado': Absent from exam, 'Matriculado': enrolled

An academic year normally consists of 60 ECTS credits.

**Termination of the agreement**

*[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]*

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

| Institution [Erasmus code] | Name, function | Date | Signature[5] |
|---|---|---|---|
| E GRANADA01 | María del Sol Ostos Rey<br><br>Director<br><br>International School for Postgraduate Studies | | |
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[5] Scanned signatures are accepted