

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

Inter-institutional¹ agreement 2014-20[21]²
between institutions from
Programme and Partner Countries³

[Minimum requirements]⁴

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city⁵	Contact details⁶ (email, phone)	Website (eg. of the course catalogue)
Odessa National Academy of Food Technologies, Ukraine	ODESSA	Prof. Sergey Fedosov snfedosov@ukr.net Tel: +380972717524	www.onaft.edu.ua
UNIVERSITAT POLITÈCNICA DE VALÈNCIA SPAIN	E VALENCI02	Ms. Elena Taulet Grech ka107@upv.es Tel: +34 963 877 832	http://erasmusplus107.upv.es/

¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

⁴ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁵ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement.

B. Mobility numbers⁷ 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 or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods
				Student Mobility for Studies [total number of months of the study periods or average duration*]
ONAFТ, Odessa	E VALENCI02	Engineering (all fields of study), Environmental sciences. Social and Legal Sciences Arts and Humanities	1 st , 2 nd , 3 rd	1 x 5 months academic year 2019-20

[*Optional: subject area code & name and study cycle are optional.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area name *	Number of staff mobility periods	
			Staff Mobility for Teaching	Staff Mobility for Training *
ONAFТ, Odessa	E VALENCI02	Engineering (all fields of study), Environmental sciences. Social and Legal Sciences Arts and Humanities	---	1 x 5 days training + 2 days travelling academic year 2018-19 and 2019-20

⁷ 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>)

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 or city]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁸	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E VALENCI02	SPANISH	ENGLISH	B1 (SPANISH) B2 (ENGLISH)	B1 (SPANISH) B2 (ENGLISH)

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

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

⁸ 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>

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organizational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. 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; any split of organisational support funds among the partners; measures for preparing, receiving and

integrating mobile students and/or staff including cultural preparation before mobility; the recognition tools used]

The Universitat Politècnica de València has an office to supporting students with disabilities. For more information, please go to www.upv.es/cedat/

F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
E VALENCI02	15 TH MAY	15 TH OCTOBER

[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 guidelines]*
4. Termination of the agreement
 1. By mutual agreement between the parties.
 2. By expiry of the initial period of validity or of its extensions.
 3. By failure to fulfil the obligations that were established or due to having breached the duty of trust.
 4. By unilateral decision taken by one of the parties, provided written notice to this effect is given one year before the date on which the agreement is to be terminated.

Either party shall have the ability to terminate this agreement by giving written notice to the other party. However, in the event of unilateral termination, a notice of at least one academic year should be given.

In any case, if the decision is taken to terminate this agreement prematurely, the two parties commit themselves to finish any undertakings that have already been started when notice of the termination is given.

If there are students currently attending a receiving institution the agreement may be cancelled after such students return to their home institution.

Neither the European Commission, the National Agencies, nor the Parties can be held responsible in case of a conflict

G. Information

1. Grading systems of the institutions

- For the Universitat Politècnica de València, the ECTS system is the credit system used.

The grading scale is the same awarded throughout the whole of Spain. The marks range from 0 to 10 points, as follows.

GRADING MARK

Fail / Suspenso < 5

Pass / Aprobado 5 < 7

Satisfactory pass / Notable 7 < 9

Good pass / Sobresaliente 9 < 10

Distinction / Matrícula honor > 10

Marks below 5 indicates a fail, anything above a grade 5 is a pass

More information on the ECTS at:

http://ec.europa.eu/education/library/publications/2015/ects-users-guide_en.pdf

- For the Odessa National academy of Food Technologies the ECTS system is the credit system used. The grading scale and the marks range are as follows:

Local grade	ECTS grade
88-100 (excellent)	A
81-87 (very good)	B
74-80 (good)	C
60-73 (fair)	D
40-60 (poor)	FX
0-39 (fail)	F

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 or city]	Contact details (email, phone)	Website for information
E VALENCI02	ka107@upv.es Tel: +34 963 877 832	http://erasmusplus107.upv.es

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 or city]	Contact details (email, phone)	Website for information
E VALENCI02	ka107@upv.es KA107 Office Tel: +34 963 877 832	http://erasmusplus107.upv.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 or city]	Contact details (email, phone)	Website for information
E VALENCI02	ka107@upv.es KA107 Office Tel: +34 963 877 832	http://erasmusplus107.upv.es

H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁹
ONAFТ, Odessa	Prof. Bogdan Iegorov Rector	19 th October 2018	 
E VALENCI02	Prof. Juan Miguel Martínez Rubio Head Of The Rector's Office	19 th October 2018	 

⁹ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation