



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement

2014/2015 - 2020/2021<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)
Harokopio University	G KALLITH01	<u>Departmental Coordinator:</u> Assist. Prof. Stamatis Kalogirou Department of Geography Harokopio University <a href="mailto:skalo@hua.gr">skalo@hua.gr</a> T.: +30 2109549163  <u>Institutional Coordinator:</u>	<a href="http://www.hua.gr">www.hua.gr</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.

		Prof. Dr. G. Dedousis Harokopio University Email: <a href="mailto:dedousi@hua.gr">dedousi@hua.gr</a> T.: +30 2109549304	
<b>Westfälische Wilhelms-Universität Münster</b> University of Munster	D MUNSTER0 1	Departmental Coordinator: Reuber, Prof. Dr. Paul Heisenberg Str. 2, 48149 Münster T.: 0049 (0) 251 8333988 F. : 0049 (0) 251 8338352 erasmus@uni-muenster.de	<a href="http://www.uni-muenster.de">www.uni-muenster.de</a> Geography: <a href="http://www.uni-muenster.de/Geographie/">http://www.uni-muenster.de/Geographie/</a> Landscape Ecology: <a href="http://www.uni-muenster.de/Landschaftsoekologie/">http://www.uni-muenster.de/Landschaftsoekologie/</a> Earth Sciences: <a href="http://www.uni-muenster.de/StudiengangGeowissenschaften/">http://www.uni-muenster.de/StudiengangGeowissenschaften/</a> Course Catalogue: <a href="https://studium.uni-muenster.de/qisserver/rds?state=wtree&amp;search=1&amp;category=veranstaltung.browse&amp;navigationPosition=lectures%252Clectureindex&amp;breadcrumb=lectureindex&amp;topitem=lectures&amp;subitem=lectureindex">https://studium.uni-muenster.de/qisserver/rds?state=wtree&amp;search=1&amp;category=veranstaltung.browse&amp;navigationPosition=lectures%252Clectureindex&amp;breadcrumb=lectureindex&amp;topitem=lectures&amp;subitem=lectureindex</a>
[...]			

## B. Mobility numbers<sup>5</sup> 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 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods for 1 ac. year*]	Student Mobility for Traineeships *
G KALLITHO 1	D MUNSTER 01	0532	Earth Sciences	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	11 months (2 students)	
D MUNSTER 01	G KALLITHO 1	0532	Earth Sciences	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	11 months (2 students)	

*[\*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>)



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	
				Staff Mobility for Teaching  [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
G KALLITH01	D MUNSTER0 1	0532	Earth Sciences	5 days	
D MUNSTER01	G KALLITH01	0532	Earth Sciences	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 [Erasmus code]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level <sup>6</sup>	
				Student Mobility for Studies  [Minimum recommended level: B1]	Staff Mobility for Teaching  [Minimum recommended level: B2]
G KALLITH01		Greek	English	B1 in Greek or B2 in English	English B2
D MUNSTER01		German	English (just a few courses)	B1	B2

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

<sup>6</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>

## D. Additional requirements

### G KALLITH01:

- Related to STA - incoming: First contact before the mobility and the related arrangements should be done with the HUA's Faculty closer to the taught topic(s) or with the ECTS – ERASMUS Departmental Co-ordinator.
- Related to STT - incoming: First contact before the mobility and the related arrangements should be done either with the HUA's Faculty closer to the training topic, or with the ECTS – ERASMUS Departmental Co-ordinator, in case of Faculty's training, and with the ERASMUS Office, for administrative personnel.

Harokopio University welcomes disabled students and staff. The Departmental Co-ordinator should be informed by the partner about the support needs of a disabled student or member of staff three (3) weeks before the Application deadline.

### D MUNSTER01:

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
G KALLITH01	May, the 1 <sup>st</sup>	November, the 15 <sup>th</sup>
D MUNSTER01	May 1 <sup>st</sup>	November 1 <sup>st</sup>

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

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.
3. 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]*
4. Termination of the agreement

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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

G KALLITH01 – <http://www.erasmus.hua.gr/index.php/en/grading-systems>

D MUNSTER01

WWU Grade	ECTS Grade		
1,0 – 1,5	A	Excellent	Outstanding Performance
1,6 – 2,0	B	Very Good	Performance clearly above average
2,1 – 3,0	C	Good	Performance above average
3,1 – 3,5	D	Satisfactory	Performance on average
3,6 – 4,0	E	Sufficient	Performance with deficiency
4,1-5,0	F	Fail FX/	Performance which does not meet the requirements

### 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
G KALLITH01	Dept. of International and Public Relations, ERASMUS OFFICE Dr. E. DURIE, <a href="mailto:edurie@hua.gr">edurie@hua.gr</a>    <a href="mailto:erasmus@hua.gr">erasmus@hua.gr</a> T.: +30 210 9549330    F.: +30 210 9577050	Hellenic Republic-Ministry of Foreign Affairs <a href="http://www.mfa.gr/en/visas/">http://www.mfa.gr/en/visas/</a>



	outbound staff: Maria Homeyer <a href="mailto:Maria.Homeyer@uni-muenster.de">Maria.Homeyer@uni-muenster.de</a> 0049 (0)251 832 26 00	
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#### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
G KALLITH01	Department of Academic Affairs – Students' care: Mrs. Aspasia Karamitsou T.: +30 2109549110 Email: <a href="mailto:tacad.foitmer@hua.gr">tacad.foitmer@hua.gr</a>	<a href="http://www.hua.gr/index.php/en/housing">http://www.hua.gr/index.php/en/housing</a> advice: <a href="http://eclass.hua.gr/courses/UNI111/">http://eclass.hua.gr/courses/UNI111/</a> <a href="http://www.esngreece.gr/">http://www.esngreece.gr/</a> <a href="http://www.stayinathens.com/">http://www.stayinathens.com/</a>
D MUNSTER01	Incoming students: Exchange student service <a href="mailto:admin.ess@uni-muenster.de">admin.ess@uni-muenster.de</a> 0049 (0)251 832 21 13  Incoming staff: Maria Homeyer <a href="mailto:Maria.Homeyer@uni-muenster.de">Maria.Homeyer@uni-muenster.de</a> 0049 (0)251 832 26 00	<a href="http://www.uni-muenster.de/en/international_students/exchange/living/index.html">http://www.uni-muenster.de/en/international_students/exchange/living/index.html</a>  <a href="http://www.uni-muenster.de/en/research/international_academics/accommodation/index.html">http://www.uni-muenster.de/en/research/international_academics/accommodation/index.html</a>



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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
G KALLITH01	Prof. Evangelia Georgitsoyanni  Vice-Rector of Academic Affairs and Personnel	21.5.2014	
D MUNSTER01	Institution: Westfälische Wilhelms-Universität Münster  Prof. Dr. Paul Reuber Departmental Coordinator Department of Geography and Landscape ecology		



### Contact dates of International Office

International Office Schlossplatz 3 D-48149 Münster	
<b>Institutional Coordinator: KOHL, Dr. Anke</b> Phone : 0049 (0) 251 832 22165 Fax : 0049 (0) 251 832 2226 E-Mail : <a href="mailto:international.office@uni-muenster.de">international.office@uni-muenster.de</a>	
<b>Student Mobility: KARIDIO, Nina</b> Phone : 0049 (0) 251 832 26 01 Fax : 0049 (0) 251 832 14 13 E-Mail : <a href="mailto:Nina.Karidio@uni-muenster.de">Nina.Karidio@uni-muenster.de</a>	
<b>Staff Mobility: HOMEYER, Maria</b> Phone : 0049 (0) 251 832 26 00 Fax : 0049 (0) 251 832 22 26 E-Mail : <a href="mailto:Maria.Homeyer@uni-muenster.de">Maria.Homeyer@uni-muenster.de</a>	
<b>Placement : ELSINGER, Ruth</b> Career Service der WWU Schlossplatz 3 - D-48149 Münster Phone: 0049 (0) 251 833 22 86 Fax: 0049 (0) 251 833 00 74 <a href="mailto:Ruth.Elsinger@uni-muenster.de">Ruth.Elsinger@uni-muenster.de</a>	

<sup>7</sup> Scanned signatures are accepted