

Annex-1 to Erasmus+ Inter-Institutional Agreement

Fact Sheet

HAROKOPIO UNIVERSITY

A. INFORMATION ABOUT HIGHER EDUCATION INSTITUTION

Name of the institution	Harokopio University
Erasmus code	G KALLITH01
Institution website	www.hua.gr
Academic units	http://www.hua.gr/index.php/en/
Online course catalogue	http://www.geo.hua.gr/index.php?lang=en

B. 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:

Subject area	Language of instruction 1	Language of instruction 2	Student Mobility for Studies	Staff Mobility for Teaching
All subjects	Greek	English	GREEK B1 or ENGLISH B2	ENGLISH B2

C. ADDITIONAL REQUIREMENTS

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

Orientation Program for Incoming Students	Facilities for Students/Staff with Disabilities
G KALLITH01 <ul style="list-style-type: none"> 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. 	<p>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.</p>

E. CALENDAR

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

Autumn term*	Spring term*
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(1 st semester)		(2 nd semester)	
Nomination Deadline	Application Deadline	Nomination Deadline	Application Deadline
	May, the 1 st		November, the 15 th

** to be adapted in case of a trimester system.*

The receiving institution will send its **decision** within **5** weeks after the application deadline.

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 5 weeks according to the Erasmus Charter for Higher Education guidelines]*

Termination of the Agreement

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

F. INFORMATION

F. 1. Grading system

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

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:

Contact details	Website for information
Dept. of International and Public Relations, ERASMUS OFFICE Dr. E. DURIE, edurie@hua.gr erasmus@hua.gr T.: +30 210 9549330 F.: +30 210 9577050	Hellenic Republic-Ministry of Foreign Affairs http://www.mfa.gr/en/visas/

F. 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:

Contact details	Website for information
Department of Academic Affairs – Students' care: Mrs. Aspasia Karamitsou T.: +30 2109549110 Email: tacad.foitmer@hua.gr	http://www.hua.gr/index.php/en/healthcare European Health Insurance Card : http://ec.europa.eu/social/main.jsp?catId=509&langId=en

F. 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:

Contact details	Website for information
Department of Academic Affairs – Students’ care: Mrs. Aspasia Karamitsou T.: +30 2109549110 Email: tacad.foitmer@hua.gr	http://www.hua.gr/index.php/en/housing advice: http://eclass.hua.gr/courses/UNI111/ http://www.esngreece.gr/ http://www.stayinathens.com/

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