



Erasmus+ Programme, Inter-institutional agreement **2015/16-2020/21** between programme countries. Key Action 1

– Mobility for learners and staff – Higher Education, Student and Staff Mobility

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

Erasmus code	Name of the institution	Contact detail	Website
E BARCELO02	UNIVERSITAT AUTÒNOMA DE BARCELONA (UAB)		http://www.uab.cat
	Administrative contact: Marta Vilalta, Erasmus Institutional Coordinator Mònica Leiva, Exchange Programmes Coordinator Àrea de Relacions Internacionals, Erasmus Plaça Cívica, Ed. N, 08193 Bellaterra - Spain Tel. +34 93 586 8499 / Fax +34 93 581 3264 email: Erasmus@uab.cat	Faculty / Academic Contact: FACULTAT DE FILOSOFIA I LLETRES – Edifici B Gestió Acadèmica – Oficina d'Intercanvis 08193 Bellaterra –SPAIN Tel. +34 93 581 17 58 / Fax + 34 93 581 17 28 email: intercanvis.lletres@uab.cat Agreement's promoter: Departament de de Geografia Erasmus Coordinator: David Molina Gallart www.uab.cat/lletres	
G KALLITH01	CHAROKOPIO PANEPISTIMIO		
	Dept. of International & Public Relations – ERASMUS Office erasmus@hua.gr T.: +30 2109549330 – F.: +30 2109577050	Departmental Coordinator As. Prof. Dr. S. Kalogirou Department of Geography Harokopio University skalo@hua.gr T.: +30 2109549163 the course catalogue: http://www.geo.hua.gr/index.php?option=com_content&view=section&id=2&Itemid=23&lang=en	

B. Mobility numbers per 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.

Student Mobility for Studies (SMS)

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle (1 st , 2 nd or 3 rd)(*)	Total Number of students/Total number of months
					Student Mobility for Studies

E BARCELO02	G KALLITH01	4432/ 0532 ISCED- F	Geography (ERA 07.1)	1 st	1 students x 6 months (6)
G KALLITH01	E BARCELO02	4432/ 0532 ISCED- F	Geography (ERA 07.1)	1 st	1 students x 6 months (6)

(*) 1st cycle: Undergraduate level

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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level	
					Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
E BARCELO02		Catalan	Spanish	English (*)	B1 (**)	To be agreed
G KALLITH01		GREEK	ENGLISH	-	GREEK B1 or ENGLISH B2	ENGLISH B2

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- (*) Only in a small subset of courses. Modern language degrees are taught in the object language.
- (**) There is no specific language level required, but it is deemed understood that students must have the necessary level to be able to attend lessons and sit exams.
- During both semesters, Catalan basic language courses are offered (free of charge at the moment; however this may be subject to change in the future).

G KALLITH01: Comments

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D. Additional requirements

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- **Enrolment.** According to the exchange policy of the UAB, incoming students must enrol for at least 50% of their credits at the faculty of admission. The other 50% can be taken at the rest of the UAB centres/faculties, provided the groups are still open.
- **Teaching Staff Mobility.** A letter of invitation issued by an authorised UAB contact person is required prior to implementing Teaching Staff Mobility.
- **Admission to Master's programmes at the UAB.** This is only possible when the agreement specifies a UAB Master's programme. In order to be admitted to a Master's programme at the UAB as an exchange student, prior written approval from the coordinator of this Master is compulsory. Otherwise admission will be for fourth year courses in our 4 year bachelor programmes.
- **Infrastructure to welcome students and staff with disabilities**
PIUNE, Programme for Students with Special Needs
fas.piune@uab.cat Telf. +34 93 581 2697
<http://www.uab.es/servlet/Satellite/life/special-needs-1101231886126.html>

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- 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.

E. Calendar

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

Receiving institution	Winter term [Sept / Jan] or one academic year	Summer term [Feb / May]
E BARCELO02	Nomination deadline: June 1 st Application Form: May 1 st to June 15 th	Nomination deadline: December 1 st Application Form: Nov 1 st to Dec 10 th
G KALLITH01	May, the 1 st	November, the 15 th

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- Once students have been selected and nominated by their home universities for an academic exchange stay at the UAB, they must fill in the online Application Form at the site <http://sia.uab.es>.
 - The accepted students will receive via e-mail an admission letter and a document with useful information for their future stay at the UAB.
- The UAB will send their **decision** within 2-3 weeks after the closing date of the application period.
 - 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.
 - Termination of this Agreement**, or amendments to it, can be made annually, if communicated before September 30th and will only take effect as of September 30th of the following academic year. Neither the European Commission nor the National Agencies can be held responsible in case of conflict.

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Harokopio will send their **decision** within 5 weeks after the closing date of the application period.

- 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.
- Termination of this 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."

F. Information

1. Grading systems of the institutions

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Grade	Catalan	Spanish	Equivalent to	Meaning
+	Matrícula d'Honor	Matrícula de Honor	A with honours	Outstanding performance
9 – 10	Excel·lent	Sobresaliente	A (excellent)	Highest level of Attainment
7 – 8.9	Notable	Notable	B (very good)	High level of Attainment
5 – 6.9	Aprobat	Aprobado	C (good)	Adequate level of Attainment
0 – 4.9	Suspens	Suspensio	F (fail)	The student has not achieved the minimum performance
NP	No Presentat	No Presentado	The student neither did the final exam nor presented the required course work	
1 credit at the <i>Universitat Autònoma de Barcelona</i> equals 1 ECTS				

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

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
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 22 10 / Fax + 34 93 586 80 25 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point
G KALLITH01	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/

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
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 22 10 / Fax + 34 93 586 80 25 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point link Practical guide
G KALLITH01	Department of Academic Affairs – Students' care: Mrs. Aspasia Karamitsou T.: +30 2109549110 Email: tacad.foltmer@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

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
E BARCELO02	International Welcome Point (IWP) international.welcome.point@uab.cat The University Village (Vila Universitària) vila@vilauniversitaria.com Tel:+34 93 580 3095	http://www.uab.cat/international-students/ link Accommodation
G KALLITH01	Department of Academic Affairs – Students' care: Mrs. Aspasia Karamitsou T.: +30 2109549110	http://www.hua.gr/index.php/en/housing advice: http://eclass.hua.gr/courses/UNI111/ http://www.esngreece.gr/

	Email: tacad.foltmer@hua.gr	http://www.stayinathens.com/
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5. Student Services

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E BARCELO02	intercanvi.estudiants@uab.cat	http://etc.uab.cat
G KALLITH01		http://eclass.hua.gr/courses/UNI111/

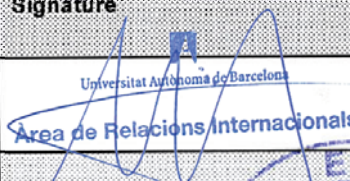
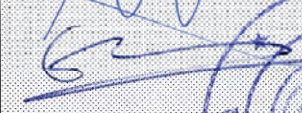

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Information about social and cultural activities in Catalonia is offered, as well as orientation on life on campus and support in other areas that may be useful during the stay at the UAB ("International Welcome Days", Mentor Programme...)

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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹
E BARCELO02	Ms. Marta Vilalta Erasmus Institutional Coordinator	03.06.2014	 Universitat Autònoma de Barcelona Àrea de Relacions Internacionals
G KALLITH01	Prof. Evangelia Georgitsoyanni Vice-Rector of Academic Affairs and Personnel	12.03.2014	 

¹ Scanned signatures are accepted