

Erasmus+ Programme

Key Action 1

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

Inter-institutional¹ agreement 2015-16 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
Newcastle University	UK NEWC01	Tonia Cook Tonia.cook@ncl.ac.uk 0044 191 208 6069	http://www.ncl.ac.uk/international/exchange/erasmus/ http://www.ncl.ac.uk/international/studyabroad/module/

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Harokopio University	G KALLITH01	Prof Pavlos-Marinos Delladetsimas Tel: +30 210 95 49 343 p.delladetsimas@hua.gr	www.hua.gr
[...]			

B. Mobility numbers⁴ 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 [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Trainees hips *
					[total number of months of the study periods or average duration*]	
UK NEWCAST 01	G KALLITHO 1	581	Planning	1	2=9 months	
G KALLITHO 1	UK NEWCAST 01	581/0731	Planning	1	2=9 months	

[*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.]

FROM [Erasmus]	TO [Erasmus]	Subject area	Subject area name	Number of staff mobility periods
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⁴ 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>)

code of the sending institution]	code of the receiving institution]	code * [ISCED]	*	Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
UK NEWCAST 01	G KALLITH01	581	Planning	1 week for 5 hours	
G KALLITH01	UK NEWCAST 01	581/0731	Planning	1 week for 5 hours	

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 instruction 1	Language of instruction 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies	Staff Mobility for Teaching
UK NEWCAST01		English	N/A	EU/EEA students: CEFR B2 Non EU Students: IELTS 6.5 or Equivalent	CEFR B2
G KALLITH01		Greek	English	Greek B1 or English B2	English B2

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

⁵ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europa.europa.eu/en/resources/european-language-levels-cefr>

D. Additional requirements

Guidelines for application will be issued to partner Universities on an annual basis at least 4 months prior to the initial application submission deadline date.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
UK NEWCAST01	http://www.ncl.ac.uk/regulations/docs/terms-semester.html Application: 17 April 2015	Application: 30 October 2015
G KALLITH01	May 1 st	November 1 st

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

2. The receiving institution will send its decision within 4 weeks of submission deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the final subject Board of Studies has convened.
4. Termination of the agreement
Agreements are re negotiated on an annual basis one year prior to the contract period.

F. Information

1. Grading systems of the institutions

<http://www.ncl.ac.uk/international/studyabroad/study/credit.htm>

G KALLITH01 – <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 on [Erasmus code]	Contact details	Website for information
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UK NEWCAST 01	http://www.ncl.ac.uk/students/progress/about/contact/	http://www.ncl.ac.uk/international/visa/
G KALLITHO 01	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	http://www.nfa.gr/en/visas

3. Insurance

Incoming students are responsible for ensuring they have obtained the correct insurance prior to arriving in the UK and which is in line with UK immigration regulations.

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	Website for information
UK NEWCAST 01	http://www.ncl.ac.uk/enquiries/	http://www.ncl.ac.uk/accommodation/students/
G KALLITHO 01	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/ http://www.stavinathens.com/

	Email: tacad.foitmer@hua.gr	
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
UK NEWCAST01	Tonia Cook Erasmus Institutional Coordinator	19/1/15	
G KALLITH01	Prof. Evangelia Georgitsoyanni Vice-Rector of Academic Affairs and Personnel	19.01.2015	

⁶ Scanned signatures are accepted