



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014/15-2017/18<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)
<b>HAROKOPIO UNIVERSITY</b> Χαροκόπειο Πανεπιστήμιο	G KALLITH01	Institutional Co-ordinator ERASMUS-ECTS Dr. G. DEDOUSSIS, Professor <a href="mailto:dedousi@hua.gr">dedousi@hua.gr</a> T. +30 210 9549 304  FACULTY OF ENVIRONMENT, GEOGRAPHY & APPLIED ECONOMICS <b>Dept. GEOGRAPHY</b> ERASMUS-ECTS Departmental Co-ordinator Dr. George MAVROMMATIS, Lecturer <a href="mailto:gmavrommatis@hua.gr">gmavrommatis@hua.gr</a> T.: +30 2109549 151 <b>Academic contact person at the Dept:</b> Prof. Kalliopi SAPOUNTZAKI <a href="mailto:sapountz@hua.gr">sapountz@hua.gr</a>  Dept. of International & Public Relations - ERASMUS Office <a href="mailto:erasmus@hua.gr">erasmus@hua.gr</a> T.: +30 2109549 396 F.: +30 2109577050	<a href="http://www.hua.gr">www.hua.gr</a>  <a href="http://www.geo.hua.gr/">http://www.geo.hua.gr/</a>
<b>UNIVERSITAT DE VALENCIA</b>	E VALENCI01	Institutional coordinator: Guillermo Palao Moreno <a href="mailto:Relaciones.internacionales@uv.e">Relaciones.internacionales@uv.e</a>	<a href="http://www.uv.es/depgeo">http://www.uv.es/depgeo</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.

		<p style="text-align: center;">S</p> <p>Administration:  International Relaciones Office  Av. Menéndez Pelayo, 3, bajos  46010 Valencia  +34 96 386 44 98  +34 96 386 47 31  <a href="mailto:erasmus.agreements@uv.es">erasmus.agreements@uv.es</a>  Academic coordinator:  Joan Carles Membrado  <a href="mailto:Joan.Membrado@uv.es">Joan.Membrado@uv.es</a></p>	
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## B. Mobility numbers<sup>5</sup> 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

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 <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 or average duration*] Student Mobility for Traineeships	
G KALLITH01	E VALENCI01	0522	Geography	1 <sup>st</sup>	2 x 9 = 18	-
E VALENCI01	G KALLITH01	0522	Geography	1 <sup>st</sup>	2 x 9 = 18	-

\* ISCED-F codes 2013.

Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

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	E VALENCI01	0522	Geography	8 hours/1 week	
E VALENCI01	G KALLITH01	0522	Geography	8 hours/1 week	

\* ISCED-F codes 2013

## 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:

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field:  
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 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	0522	Greek	English	B1 in Greek or B2 in English	
E VALENCIA01	0522	Spanish		Students are advised to have a good command of the language. No certificate required	

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

## D. Additional requirements

### Set by Harokopio University (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.

### Set by UNIVERSITAT DE VALENCIA (E VALENCIA01)

**E VALENCIA01:** Teaching mobility exchanges are subject to the individual acceptance at the appropriate Department.

*The Unit for the integration of people with disabilities at the Universitat de València promotes equal opportunities for people with disabilities. Both students and staff with disabilities or special needs can access to the services provided by this Unit.*

<http://upd.uv.es>

## 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 1st	November, the 15th
E VALENCIA01	June, the 15 <sup>th</sup>	November, the 15 <sup>th</sup>

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

2. The receiving institution will send its decision within 5 weeks .

<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>

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.

4. Termination of the agreement

Any modification in the clauses C - E.1. as well as unilateral termination of the agreement, will be notified to the other party at last on September the 15<sup>th</sup> of the year 20xx and will take effect from the next academic year, as of 15 September 20xx+1.

"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:	<a href="http://www.erasmus.hua.gr/index.php/en/grading-systems">http://www.erasmus.hua.gr/index.php/en/grading-systems</a>
E VALENCI01	<a href="http://links.uv.es/latNOA0">http://links.uv.es/latNOA0</a>

### 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 <a href="mailto:erasmus@hua.gr">erasmus@hua.gr</a> T.: +30 210 9549 396 Or Dr. E. DURIE, <a href="mailto:edurie@hua.gr">edurie@hua.gr</a> T.: +30 210 9549 330    F.: +30 210 9577 050	Hellenic Republic–Ministry of Foreign Affairs <a href="http://www.mfa.gr/en/visas/">http://www.mfa.gr/en/visas/</a>
E VALENCI01	Email: <a href="mailto:Relaciones.internacionales@uv.es">Relaciones.internacionales@uv.es</a> Phone: +34 96 386 49 54	<a href="http://www.uv.es/relint">http://www.uv.es/relint</a> Please refer to Erasmus Study Programme --> Incoming --> Study Permits

### 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
G KALLITH01	Department of Academic Affairs - Students' care: Mrs. Aspasia Karamitsou T. : +30 210 9549 110 e-mail: <a href="mailto:tacad.foitmer@hua.gr">tacad.foitmer@hua.gr</a>	<a href="http://www.hua.gr/index.php/en/healthcare">http://www.hua.gr/index.php/en/healthcare</a> European Health Insurance Card: <a href="http://ec.europa.eu/social/main.jsp?catId=509&amp;langId=en">http://ec.europa.eu/social/main.jsp?catId=509&amp;langId=en</a>
E VALENCI01	Email: <a href="mailto:incoming@uv.es">incoming@uv.es</a> Phone: +34 96 386 47 31	<a href="http://www.uv.es/relint">http://www.uv.es/relint</a> Please refer to Erasmus Study Programme --> Incoming --> Accepted students

G KALLITH01:	General Civil Liability Insurance and Personal Accident Insurance are not automatically provided. Health insurance is provided only to the students whose the Sending Institution's country doesn't issue the European Health Insurance Card. Movers with specific or heavy health issues shall mind on their own for the appropriate specific insurance coverage.
E VALENCI01	<a href="http://www.uv.es/relint">http://www.uv.es/relint</a> Please refer to Erasmus Study Programme --> Incoming --> Accepted students



#### 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
G KALLITH01	Department of Academic Affairs - Students' care: Mrs. Aspasia KARAMITSOU T. : +30 210 9549 110 e-mail: <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>
E VALENCI01	Email: <a href="mailto:incoming@uv.es">incoming@uv.es</a> Phone: +34 963 828 503	<a href="http://www.uv.es/relint">http://www.uv.es/relint</a> Please refer to Erasmus Study Programme - -> Incoming --> Accommodation

#### 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		
E VALENCI01	Guillermo Palao Moreno Vice-Rector for Internationalisation and Cooperation	11/06/2015	



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