

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

Inter-institutional agreement 2019-2021
between Universidade de Vigo (E VIGO01) and Universidad Gastón
Dachary
Project 2019-1-ES01-KA107-063126

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to the sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ¹	Contact details ² (email, phone)	Website (eg. of the course catalogue)
Universidade de Vigo	E VIGO01	erasmuska107@uvigo.es +34 986 813751	https://www.uvigo.gal/en/university/international https://www.uvigo.gal/en/study/what-study
Universidad Gastón Dachary	Universidad Gastón Dachary	rrii@ugd.edu.ar +54 376 4438677	https://www.ugd.edu.ar/la-universidad/estudiantes-internacionales

¹ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

² Contact details to reach the senior officer in charge of this agreement.

B. Mobility numbers³ 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.]

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods Student Mobility for Studies [total number of months of the study periods or average duration*]
Universidad Gastón Dachary	E VIGO01	1st	4 (1 student)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Number of staff mobility periods Staff Mobility for Training [total number of days of training periods or average duration]
E VIGO01	Universidad Gastón Dachary	1 (1 x 5 days +2 travel days for each mobility)
Universidad Gastón Dachary	E VIGO01	1 (1 x 5 days +2 travel days for each mobility)

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	Language of instruc-	Language of	Recommended language of instruction level ⁴
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³ 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>)

⁴ 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>

[Erasmus code or city]	tion 1	instruc- tion 2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E VIGO01	SPANISH	ENGLISH	B1	B2
Universidad Gastón Dachary	SPANISH	ENGLISH	B1	B2

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

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en
The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.

- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Additional requirements

	E VIGO01	Universidad Gastón Dachary
Incoming Students	https://www.uvigo.gal/en/study/mobility/international-incoming-students	https://www.ugd.edu.ar/la-universidad/estudiantes-internacionales/visado
Course Catalogue	https://secretaria.uvigo.gal/uvigo.sv/index.php?modulo=guiaAcademica	https://www.ugd.edu.ar/la-universidad/estudiantes-internacionales/estudiantes-regulares
Students and Staff with disabilities	https://www.uvigo.gal/campus/atencion-diversidade	

F. Calendar

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

Receiving institution	Autumn term*	Spring term*
E VIGO 01	Nomination deadline: April 30th Application form deadline: May 15 th SEPTEMBER-JANUARY	Nomination Deadline: Oct 30th Application form deadline: Nov 15 th JANUARY-JUNE
Universidad Gastón Dachary	Nomination deadline: APRIL 31TH Application from deadline: May 15 th AUGUST-NOVEMBER	Nomination deadline: OCT 30TH Application from deadline: NOV 15 TH . MARCH- JULY

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

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

This agreement shall be valid during the life of the project 2019-1-ES01-KA107-063126 and shall be automatically renewed in the event that the Universidade de Vigo obtains funds for new Erasmus Project in Erasmus + KA107 call with no substantial modifications.

The obtention of a new project will be notified by the Universidade de Vigo to their partners within the 30 days following to the communication of call results by the NA to the Universidade de Vigo.

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

G. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁵. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

Universidade de Vigo. Marks are given following a 0-10 scale as follows:

⁵ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

Matricula de honor (10)	A +	EXCELENTE- outstanding performance with only minor errors: Just in very exceptional cases
Sobresaliente (9 - 9.9)	A	VERY GOOD -above the average standard but with some errors
Notable (7 - 8.9)	B	GOOD -generally sound work with a number of notable errors
Aprobado (5 - 6.9)	C/D	SATISFACTORY/ SUFFICIENT- performance meets the minimum criteria. Average performance
Suspenso (less than five)	E, FX, F	FAILED

Universidad Gastón Dachary Marks are given following a scale as follows:

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 or city]	Contact details (email, phone)	Website for information
E VIGO01	erasmuska107@uvigo.es	https://www.uvigo.gal/en/study/mobility/international-incoming-students
Universidad Gastón Dachary		https://www.ugd.edu.ar/la-universidad/estudiantes-internacionales/visado

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 or city]	Contact details (email, phone)	Website for information
E VIGO01	Erasmuska107@uvigo.es	https://www.uvigo.gal/en/study/mobility/intern

		<u>ational-incoming-students</u>
Universidad Gastón Dachary	<u>rrii@ugd.edu.ar</u>	



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 or city]	Contact details (email, phone)	Website for information
E VIGO01	Erasmuska107 @uvigo.es	https://www.uvigo.gal/en/campus/advantages/accommodation
Universidad Gastón Dachary	<u>rrii@ugd.edu.ar</u>	<u>rrii@ugd.edu.ar</u>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁶
E VIGO01	María Isabel Doval Ruiz Vicerrectora de Responsabilidade Social, Internacionalización e Cooperación		
Universidad Gastón Dachary	Gabriela Lichowski Secretaria de Extensión.	20/01/20	 Lic. GABRIELA LICHOWSKI SECRETARIA EXTENSION Universidad Gastón Dachary

⁶ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation