



**Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility**

**Inter-institutional agreement
2014-2021 between programme countries**

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 (email, phone)	Website (e.g. of the course catalogue)
UNIVERSIDAD POLITÉCNICA DE MADRID	E MADRID05	<p>Erasmus Institutional Coordinator: Prof. Alberto Almendra. c/ Ramiro de Maeztu, 7. 28040 Madrid. Spain. ☎ : +34 91 336 3660</p> <p>✉: +34 91 336 3664. ☎ : international.europe@upm.es</p> <p>Erasmus Departmental Coordinator: Prof. Pilar Manzano García Ctra. De Valencia, km.7 -28031 Madrid +34 91 336 7902 / +34 91 336 7862 ✉ +34 91 336 7893 international.relations@eui.upm.es</p>	www.upm.es
ETSI SISTEMAS INFORMÁTICOS			www.eui.upm.es
PANEPISTIMIO PATRON (UNIVERSITY OF PATRAS)	G PATRA01	<p>Institutional Erasmus coordinator: Prof. Pantelis Kyprianos Deputy Rector for Academic Affairs and Personnel, dep_rector_aca@upatras.gr +30 2610 969029</p> <p>Administrative (Faculty) coordinator:</p> <p>Academic (Departmental) coordinator: Associate Prof. Ioannis Hatzilygeroudis ihatz@ceid.upatras.gr +30 2610 996937</p>	http://www.upatras.gr http://www.upatras.gr/index/page/id/52/lang/en http://www.upatras.gr/index/page/id/135/lang/en
Dept of Computer Engineering and Informatics			

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.

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 <small>(total number of months or the study periods of average duration*)</small>	Student Mobility for Traineeships
E MADRID05	G PATRA01	061	Computer Science	1, 2	4 x 5 months (=20 total)	Only by individual agreement
G PATRA01	E MADRID05	061	Computer Science	1, 2, 3	4 x 5 months (=20 total)	Only by individual agreement

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	Staff Mobility for Training

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 ¹	
				Student Mobility for Studies <small>[Minimum recommended level: B1]</small>	Staff Mobility for Teaching <small>[Minimum recommended level: B2]</small>
E MADRID05		ES		ES B1	EN B2
G PATRA01		GR		EN B2	EN B2

¹ 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>

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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 <small>(total number of months or the study periods on average duration*)</small>	Student Mobility for Traineeships *
E MADRID05	G PATRA01	061	Computer Science	1, 2	4 x 5 months (>20 total)	Only by individual agreement
G PATRA01	E MADRID05	061	Computer Science	1, 2, 3	4 x 5 months (>20 total)	Only by individual agreement

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		Staff Mobility for Training
					Staff Mobility for Teaching <small>(total number of days or teaching periods on average duration*)</small>	Staff Mobility for Training	Staff Mobility for Training

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ¹		
				Student Mobility for Studies <small>(minimum recommended level: B1)</small>	Staff Mobility for Teaching	Staff Mobility for Training
E MADRID05		ES		ES B1		EN B2
G PATRA01		GR		EN B2		EN B2

¹ 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>

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

G PATRA01:

- The University of Patras strongly recommends ERASMUS students attending Greek language courses: http://www.upatras.gr/index/page/id/52/file/Greek_Language_Course_Application_Form.doc
- The University of Patras has the infrastructure to welcome students and staff with special needs. For example, see: http://www.lis.upatras.gr/Services/amea_EN.php

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E MADRID05	June 10th	December 1st
G PATRA01	June 10th	October 10th

G PATRA01:

- Academic calendar:
 - Autumn semester: from end of September (usually last week of September), till mid February, (usually beginning of second week), including an exam period (from mid January to mid February) and the Christmas and New Year holidays period (from 24th Dec to 6th Jan).
 - Spring semester: from mid February (usually after second week of February), till end of June, including an exam period (in June) and two weeks Easter holidays period.
- Partner institution should send nominations to llp.incoming@upatras.gr specifying the name, field of study, academic year and semester, number of months and e-mail address of the nominated student(s).

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 2 weeks after the assessment period has finished at the receiving HEI.
4. Termination or modification of the agreement
The inter-institutional agreement may be terminated by either party. The agreement will remain in effect until one party notifies the other of its wish to terminate. This should be done in writing, and a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. The agreement can be cancelled activities can be added to it, and changes in mobility data can be made annually provided they are communicated before January 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 PATRA01:

Local grading system: 8,5-10: excellent; 6,5-8,49: very good; 5,0-6,49: good; 0-4,9: fail.

For Erasmus students (ECTS equivalence): A: excellent (9,0 - 10); B: very good (7,5 - 8,5); C: good (6,5 - 7,0); D: satisfactory (5,5 - 6,0); E: sufficient (5,0); FX: almost fail (4,0); F: fail (0 - 3,5)

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 MADRID05	erasmus@upm.es	http://www.upm.es/institucional/Estudiantes/Atencion/Tramitacion_Visados
G PATRA01	International Relations Office Tel.: +30-2610969028 Fax.: +30-2610994441 e-mail: llp.incoming@upatras.gr	(Hellenic Ministry of Foreign Affairs)

3. Insurance

The sending and receiving institutions will provide assistance to outgoing and incoming 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 persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Information
E MADRID05	erasmus@upm.es	http://www.upm.es/estudiantal/Students/Student+Accommodation/ http://www.sanidadmadrid.org http://www.sanidadmadrid.org/index/page/id/45
G PATRA01	International Relations Office Tel.: +30-2610969028 Fax.: +30-2610994441 e-mail: ilp.incoming@upatras.gr	

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)	Information
E MADRID05	erasmus@upm.es	http://www.upm.es/estudiantal/Students/Student+Accommodation/ http://www.upm.es/estudiantal/Students/Student+Accommodation/ http://www.upm.es/estudiantal/Students/Student+Accommodation/ http://www.upm.es/estudiantal/Students/Student+Accommodation/
G PATRA01	International Relations Office Tel.: +30-2610969028 Fax.: +30-2610994441 e-mail: ilp.incoming@upatras.gr	http://www.upatras.gr/index/page/id/52/lang/en#accommodation http://www.upatras.gr/index.php?lang=en&act=found

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
E MADRID05	Prof. Pilar Manzano García Departmental Coordinator	23/4/14	 
	Prof. Alberto Almendra Erasmus Institutional Coordinator		
G PATRA01	Prof. PANTELIS KYRPIANOS Deputy Rector for Academic Affairs and Personnel	1/4/14	 

² Scanned signatures are accepted