

# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014-21 between programme countries

#### [Minimum requirements]<sup>2</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>3</sup> (email, phone)	Website (eg. of the course catalogue)
Ecole Nationale Supérieure d'Electronique, Informatique, Télécommunications, Mathématique et Mécanique de Bordeaux (ENSEIRB-MATMECA) / Institut Polytechnique de Bordeaux (IPB)	F BORDEAU 54	Prof. Stéphane Azzopardi - Director of International Relations  Ms. Jill Faucher - coordinator Europe  <a href="mailto:europe@enseirb-matmeca.fr">europe@enseirb-matmeca.fr</a>	<a href="http://www.enseirb-matmeca.fr/international/office">http://www.enseirb-matmeca.fr/international/office</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

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

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

PLU 7p 18/3 14 13  
mail 21/3/24

PANEPISTIMIO PATRON (UNIVERSITY OF PATRAS)	G PATRA 01	International Relations Office  University Campus, Building A'  265 04 University of Patras – Rio,  Patras – Greece  Tel: +30 2610 969028, Fax: +30 2610 994441  Email: <a href="mailto:lp.incoming@upatras.gr">lp.incoming@upatras.gr</a>  Prof. Dr. Michael Logothetis Departmental Erasmus Coordinator Tel.: +30-2610996433 Fax.1: +30-2610991855 Fax.2: +30-2610996471 <a href="mailto:mlogo@upatras.gr">mlogo@upatras.gr</a>	<a href="http://www.upatras.gr/index/page/id/135/la ng/en">http://www.upatras.gr/index/page/id/135/la ng/en</a>  ECE Department Information and Courses catalogue : <a href="http://www.ece.upatras.gr">http://www.ece.upatras.gr</a>
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## B. Mobility numbers<sup>4</sup> 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.]*

### Student Mobility for Studies or Traineeships

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 *
F BORDEAU 54 ENSEIRB-MATMECA/ IPB	G PATRA 01	071	Electronics, Telecommunications, Computer Science, Mathematics and	1 <sup>st</sup> , 2 <sup>nd</sup>	3 x 6 months = 18 months	

<sup>4</sup> 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>)

			Mechanics			
G PATRA 01	F BORDEAU 54  ENSEIRB- MATMECA/ IPB	071	Electronics, Telecommunications, Computer Science, Mathematics and Mechanics	1 <sup>st</sup> , 2 <sup>nd</sup>	3 x 6 months = 18 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.]*

### Staff Mobility for Teaching or 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 *
ENSEIRB- MATMECA/ IPB  F BORDEAU 54	G PATRA 01	071	Electronics, Telecommunications, Computer Science, Mathematics and Mechanics	1 week	1 week
G PATRA 01	ENSEIRB- MATMECA/ IPB  F BORDEAU 54	071	Electronics, Telecommunications, Computer Science, Mathematics and Mechanics	1 week	1 week

### 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 <sup>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
ENSEIRB-MATMECA/ IPB F BORDEAU 54		French		B1	B2
G PATRA 01		Greek		B2 (English)	B2 (English)

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

#### **ENSEIRB-MATMECA/IPB:**

The course catalogue: <http://www.enseirb-matmeca.fr/syllabus/>

#### **D. Additional requirements**

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

#### **F BORDEAU54 - ENSEIRB-MATMECA/IPB:**

**Incoming students** should provide a letter from a French teacher indicating that they have the required B1 level in French and that they are able to follow courses in French.

Ms. Marie Odile VASCONCELOS, International Officer, in charge of incoming students.  
[iro@enseirb-matmeca.fr](mailto:iro@enseirb-matmeca.fr)

List of the international department coordinators: check our international office website for all up dated information about our international office contacts: <http://www.enseirb-matmeca.fr/international/office>

The International CluBee organises a welcome committee for the arrival and integration of incoming students : <http://clubee.eirbmmk.fr/>

<sup>5</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>

## E. Calendar

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

Receiving Institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
ENSEIRB-MATMECA/IPB F BORDEAUX 54	15 MAY	1 NOVEMBER
G PATRA 01	10 JUNE	1 NOVEMBER

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

2. ENSEIRB-MATMECA / IPB and G PATRA 01: as the receiving institution will send its decision within 6 weeks.
3. ENSEIRB-MATMECA / IPB and G PATRA 01: A Transcript of Records will be issued by ENSEIRB-MATMECA and G PATRA 01 no later than 5 weeks after the first assessment period has finished. The scanned document will be sent to the International Office of the partner university and to the student. The original document will be sent by regular post to the International Office of the partner university.
4. Termination of Agreement: The parties may terminate or modify the agreement before the agreed academic year. 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.

## F. 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' guide<sup>6</sup>. 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.]*

### **F BORDEAU54 - ENSEIRB-MATMECA/IPB grading system :**

Extract of the Academic Rules IPB 2013-2014 :

*"Titre 1 - Article 2 I-1 Evaluation of TU (Teaching Units) and modules, validation of TU*

*Each teaching unit has a corresponding evaluation. Evaluation can take different forms : written examination, oral examination, continuous assessment, practical work, individual or group project reports etc.*

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<sup>6</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

The student is evaluated with a mark /20 or an appreciation. The average mark of the TU is obtained through the different marks attributed to each course within the TU and the corresponding weight or coefficient.

Except for TUs related to placements/internships, an average equal to or superior to 10/20 is required to obtain the TU and the corresponding ECTS credits."

Generally speaking, grades correspond to the following :

(A) Average Mark  $\geq 16$  = very good

$14 \leq A < 16$  = good

$12 \leq A < 14$  = quite good

$A < 12-10$  = pass

G PATRA 01: <http://www.upatras.gr/index/page/id/135/lang/en>

## **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
ENSEIRB-MATMECA/ IPB  F BORDEAU 54		European students do not need a visa. Non-European students need to follow visa procedure:  <a href="http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/etudier-en-france-12794/demarches-administratives/article/visas-etudiants">http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/etudier-en-france-12794/demarches-administratives/article/visas-etudiants</a>
G PATRA 01	Tel: +30 2610 969028  Email: <a href="mailto:llp.incoming@upatras.gr">llp.incoming@upatras.gr</a>	<a href="http://www.mfa.gr/en/visas">http://www.mfa.gr/en/visas</a>

## **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
ENSEIRB-MATMECA / IPB F BORDEAU 54	International Officer Ms. Marie Odile	<a href="http://www.enseirb-matmeca.fr/international/student">http://www.enseirb-matmeca.fr/international/student</a>  The student has to obtain the European Health

	VASCONCELOS <a href="mailto:iro@enseirb-matmeca.fr">iro@enseirb-matmeca.fr</a>	Insurance Card;  If the student does not have a European Health Insurance Card, he/she will have to pay the Student Social Security expenses (211€ for academic year 2013-2014).  Every student needs to pay the compulsory civil liability Insurance (around 15 or 16€ in 2013-2014) before registration at ENSEIRB-MATMECA.
G PATRA 01	Tel: +30 2610 969028  Email: <a href="mailto:llp.incoming@upatras.gr">llp.incoming@upatras.gr</a>	<a href="http://www.upatras.gr/index/page/id/45">http://www.upatras.gr/index/page/id/45</a>

#### 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
ENSEIRB- MATMECA / IPB F BORDEAU 54	International Officer Ms. Marie Odile VASCONCELOS <a href="mailto:iro@enseirb-matmeca.fr">iro@enseirb-matmeca.fr</a>	<a href="http://www.enseirb-matmeca.fr/international/student/housing">http://www.enseirb-matmeca.fr/international/student/housing</a>  The nearest student houses are:  - Maison des Scientifiques,  - Village 1 renovated (rénové),  - Pierre et Marie Curie,  - Pierre-Gilles De Gennes.  Bed linen, pillows, sheets & blankets/duvets are not provided.  <a href="http://www.crous-bordeaux.fr/residences-villages-gironde.html">http://www.crous-bordeaux.fr/residences-villages-gironde.html</a>
G PATRA 01	Tel: +30 2610 969028  Email: <a href="mailto:llp.incoming@upatras.gr">llp.incoming@upatras.gr</a>	<a href="http://www.upatras.gr/index/page/id/52/lang/en#accomodat">http://www.upatras.gr/index/page/id/52/lang/en#accomodat</a>

F BORDEAU54 - ENSEIRB-MATMECA/IPB - FAQ (Frequently asked questions):

If the agreement is for 2 students for 10 months (example), will you allow 4 students for 5 months each instead? YES

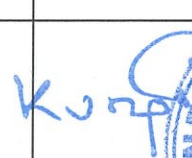
Are there any restrictions for Erasmus students when it comes to course selection? YES, a student has to take all courses of the semester in the department where he/she is registered, e.g. a Master 1 student registered in Computer Science Department, has to follow all courses of the semester in the Computer Science Department.

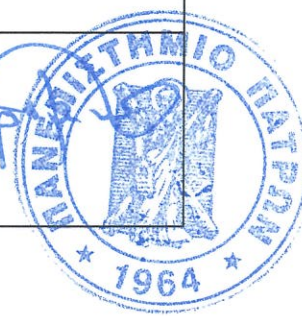
For Information list of all taught courses: <http://www.enseirb-matmeca.fr/syllabus/>

Are Erasmus students allowed to sign up for courses outside the subject area of the exchange agreement? NO

When are the examinations? The examination periods are: January – beginning of February and April – June

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
F BORDEAU 54	Prof. François Cansell General Director IPB		
G PATRA 01	PROF. PANTELIS KYPRIANOS Deputy Rector for Academic Affairs & Personnel LLP/ERASMUS INSTITUTIONAL CO-ORDINATOR	20/3/14	



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



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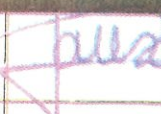

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F BORDEAU 54	Prof. François Cansell General Director IPB	31/03/14	
G PATRA 01	PROF. PANTELIS KYPRIANOS Deputy Rector for Academic Affairs & Personnel LLP/ERASMUS INSTITUTIONAL CO-ORDINATOR	31/3/14	



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