



EUROPEAN UNION

Erasmus+

Enriching lives, opening minds.

2021-2027

UNIVERSITETI "ISMAIL QEMALI"
VLORE
ZYRA E PROTOKOLL - ARKIVËS
NR. 1328/1 PROT.
DATA 18.07.2023

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1**

Learning mobility for higher education students and staff

**between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme**

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 20[21]-20[27] in:

- KA131
- KA171

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the Erasmus Charter for Higher Education² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR³ and in line with the technical standards of the European Student Card Initiative⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

¹ Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

² https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³ https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
Alexandru Ioan Cuza University of Iasi, Romania	RO IASI02	Prof. Dr. Tudorel TOADER, Rector	General: http://www.uaic.ro/en
		Prof. Dr. Daniela Cojocaru Vice-Rector for International Relations	Faculty/faculties: https://www.uaic.ro/en/studies/faculties/
		International Relations Office Blvd. Carol I, no. 11, Iasi, 700506, Romania erasmusplus@uaic.ro Tel: +40232 201821	Course catalogue: https://www.uaic.ro/en/international/international-students/course-catalog-for-incoming-students/
University of Vlora "Ismael Qemali", Albania	AL VLORE01	Academic coordinator: Assoc. Prof. Armela Panajoti Dean of the Faculty of Humanities armela.panajoti@univlora.edu.al ; armelap@assenglish.org	General: www.univlora.edu.al
		Administrative Contact Ms. Rezarta Sinanaliaj Projects and International Relations Sector international@univlora.edu.al	Faculty: https://univlora.edu.al/fakulteti-i-shkencave-humane/ Course catalogue: https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf https://univlora.edu.al/courses-erasmus/

⁵ Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Mobility numbers per academic year			

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement. *In case of later updates in the mobility data, the partners can also agree to accept informal communication means (e.g. exchanges of emails as written proof).*

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area ISCED CODE ⁷ (optional)	Subject area NAME (optional)	Study cycle [short cycle, 1st, 2nd or 3rd] (optional)	Number of mobility periods			
					Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]	Staff Mobility for Teaching [Specify here total number of staff]	Staff Mobility for Teaching [Specify here total number of days]
RO IASI02	AL VLORE01	023	Languages	1st, 2nd, 3rd	2 SMS 2 SMT	10 months 6 months	2 STA	10 days
AL VLORE01	RO IASI02				2 SMS 2 SMP	10 months 6 months	2 STA	10 days

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%20202013%20-%20Detailed%20field%20descriptions.pdf>

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area ISCED CODE ⁸ (optional)	Category of staff	Staff Mobility for Training [Specify here total number of staff]	Staff Mobility for Training [Specify here total number of days]
RO IASI02	AL VLORE01	---	International Office Continuing education Finance General and Technical Administration Student information Academic staff Other	1 STT	5 days
AL VLORE01	RO IASI02			1 STT	5 days

Optional additional information

e.g. blended mobility, etc.

2. 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 skills⁹ at the start of the mobility period (see also section 5 “Preparation and Support”).

⁸ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

⁹ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
RO IASI02		English	Romanian	B1	B2
AL VLORE01		English	Italian Albania	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

3. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- 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.

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives
EU Partner	Funding promotion and dissemination materials
	Funding language courses for incoming students

	Organizing Staff Training Weeks, Welcome days for incoming students and other cultural, educational and national events
	Covering bank commissions related to the payment of the scholarships etc.

4. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline ¹⁰
RO IASI02	Winter Term: beginning of October to mid-February Spring Term: mid-February to the end of June	Winter Term: 1 st of August Spring Term: 1 st of December
AL VLORE01	Winter Term: October 2nd to February 23th (teaching and exams) Spring Term: March 1st to July 5th (teaching and exams)	Winter Term: June 30th Spring Term: December 15th

¹⁰ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

The receiving institution will send its decision within no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
RO IASI02	erasmusplus@uaic.ro Tel.: +40 232 201021 (<i>staff</i>), +40 232 201780 (<i>students</i>)	https://www.uaic.ro/en/international/erasmus-programme-with-partner-countries/
AL VLORE01	Assoc. prof. Armela Panajoti, contact person Dean, Faculty of Humanities Email: armela.panajoti@univlora.edu.al Projects and International Relation Sector international@univlora.edu.al	https://univlora.edu.al/ https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	TBD	https://www.uaic.ro/en/international/erasmus-programme-with-partner-countries/
AL VLORE01	Academic requirements for students: 1. Academic achievement (GPA). 2. Very good command of written and spoken English.	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

	Academic requirements for staff: 1. Academic merit (ranked according to the academic title/degree) for teaching staff. 2. Work experience/performance (for administrative staff). 3. Very good command of written and spoken English in compliance with the proficiency level laid down in the inter-institutional agreement.	
CV	TBD	
AL VLORE01	<i>Required for staff.</i>	
Motivation letter	TBD	
AL VLORE01	<i>Required for both students and staffs</i>	
Inclusion measures ¹¹	TBD	
AL VLORE01	With reference to STUDENTS FROM PARTNER INSTITUTION: 1. In case of candidates of equal academic merit, priority is given to: a. students with fewer opportunities (different (dis)abilities, educational levels, social backgrounds, economic situations, health statuses, or the place of origin etc.) or in a disadvantaged situation (economic, social, cultural, geographical or health etc.). During the selection process, extra points are granted for this item upon providing evidence to demonstrate their disadvantaged status/position.	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM_-_english.pdf

¹¹ You may find the implementation guidelines of the Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

	b. students who have not participated in a mobility exchange before within the same study cycle. 2. When possible, the committee tries to respect gender equality in participant selection. With reference to STAFF FROM PARTNER INSTITUTION: 1. Priority is given to staff who have not previously participated in a mobility exchange. 2. When possible, the committee tries to respect gender equality in participant selection. Extra points are given to staff with fewer opportunities in the selection process.	
Other	TBD	

2. Preparation and support

The Higher Education Institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the Erasmus+ Student Charter¹².
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

¹² The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.

- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	RO IASI02	erasmusplus@uaic.ro , Tel.: +40 232 201021 (staff), +40 232 201780 (students)	Accommodation on campus will be booked for incoming students and staff. https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed_compressed.pdf https://www.uaic.ro/en/international/staff-mobility-for-teaching/ and https://www.uaic.ro/en/international/erasmus-programme-with-partner-countries/staff-mobility-for-training/
	AL VLORE01	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Language Support	RO IASI02	erasmusplus@uaic.ro , +40 232 201780	https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed_compressed.pdf
	AL VLORE01	armela.panaioti@univlora.edu.al international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Visa	RO IASI02	erasmusplus@uaic.ro , Tel.: +40 232 201021 (staff), +40 232 201780 (students)	https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed_compressed.pdf https://www.mae.ro/en/node/2035 Residence permit: http://igi.mai.gov.ro/en/content/studies IASI County Immigration Service Str. Mihai Costăchescu nr. 6, Iași Tel.: +40 232 302315 / 302322

				Fax. +40 232 302315
	AL VLORE01	international@univlora.edu.al		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Insurance	RO IASI02	erasmusplus@uaic.ro , Tel.: +40 232 201021 (staff), +40 232 201780 (students)		https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed.pdf https://www.uaic.ro/en/international/staff-mobility-for-teaching/ and https://www.uaic.ro/en/international/erasmus-programme-with-partner-countries/staff-mobility-for-training/
	AL VLORE01	international@univlora.edu.al		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Inclusion of participants with fewer opportunities	RO IASI02	erasmusplus@uaic.ro , Tel.: +40 232 201021 (staff), +40 232 201780 (students)		e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc. https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed.pdf
	AL VLORE01	international@univlora.edu.al		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Mentoring	RO IASI02	erasmusplus@uaic.ro , +40 232 201780		https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed.pdf
	AL VLORE01	armela.panaioti@univlora.edu.al international@univlora.edu.al		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

Grant payments	RO IASI02	erasmusplus@uaic.ro , +40 232 201821	https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed_compressed.pdf https://www.uaic.ro/en/international/staff-mobility-for-teaching/ and https://www.uaic.ro/en/international/erasmus-programme-with-partner-countries/staff-mobility-for-training/
	AL VLORE01	N/A	N/A
Alumni information	RO IASI02	erasmusplus@uaic.ro , +40 232 201780	https://www.uaic.ro/wp-content/uploads/2020/12/Brosura-Erasmus-incoming_compressed_compressed.pdf
	AL VLORE01	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

3. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. the European Credit Transfer and Accumulation System.]*

RO IASI02: *The European Credit Transfer and Accumulation System*

AL VLORE01: *The European Credit Transfer and Accumulation System*

- 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 and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - o Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - o 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.
 - o Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

4. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide¹³. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [if applicable]	Website for information
RO IASIO2		https://www.uaic.ro/en/international/erasmus-programme/erasmus-incoming-students/romanian-grading-scale
AL VLORE01		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

5. Any other information regarding the terms of the agreement (optional)

6. Termination of the agreement

It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

¹³ The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁴
Alexandru Ioan Cuza University of Iasi RO IASI02	Prof. Dr. Tudorel Toader, Rector		
AL VLORE01	Prof.Dr. Roland Zisi Rector	18.09.2013	



¹⁴ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation