



EUROPEAN UNION

Erasmus+

Enriching lives, opening minds.

2021-2027

UNIVERSITETI "ISMAIL QEMALI"

VLOJTE

ZYRA E PROTOGROLL - ATKIMES

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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.

¹Inter-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.

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

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

⁴https://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
NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY POLITEHNICA – UNIVERSITY CENTRE OF PITESTI	RO BUCURES43	Erasmus+ Institutional Coordinator Prof. Dr. Eng. Gabriel JIGA Independentei 313, Bucharest, Romania erasmus@upb.ro Erasmus+ KA171 Mobility Activities Coordinator – University Centre of Pitesti Carmen Andreea BURCEA Targu din Vale, 1, 110040 Pitesti, Romania Tel/Fax: +40 348 453 333 erasmus.pitesti@upb.ro , carmen.burcea3103@upb.ro	General: www.upit.ro Faculty/faculties: www.upit.ro/international Course catalogue: www.upit.ro/international
University of Vlorë "Ismael Qemali"	ALVORE01 E10159336	Academic coordinator contact: Assoc. Prof. Bledar Toska bledar.toska@univlora.edu.al Administrative contact: Projects and International Relations international@univlora.edu.al	General: https://univlora.edu.al/ Faculty/faculties: https://univlora.edu.al/fakulteti-i-shkencave-humane/ https://univlora.edu.al/fakulteti-i-shkencave-teknike/ Course catalogue: https://univlora.edu.al/wp-content/uploads/2024/08/UNI-VLORA-COURSES-IN-ENGLISH-LANGUAGE-2023-2024.pdf

⁵Higher 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.

2. 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.

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 [Specify here total number of staff]	Staff Mobility [Specify here total number of days]
ALVORE01 E10159336	RO BUCURES43	0230 0110 0610 0420	Languages Education Computer Sciences Law	1 st cycle 2 nd cycle 3 rd cycle	6 students	24 months	8 staff	40 days
RO BUCURES43	ALVORE01 E10159336	0230 0110 0610 0420	Languages Education Computer Sciences Law	1 st cycle 2 nd cycle 3 rd cycle	N/A	N/A	8 staff	40 days

Optional additional information

N/A

⁷<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-f2cf3a442bf/SCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

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]
ALVORE01	All subjects	English	Albanian	B1	B1
E10159336					
RO BUCURES43	All subjects	English	French	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.

4. 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 organization 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.

⁸For 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>

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
RO BUCURES43	Assuring the necessary logistics for mobilities' arrangements
	Supporting the organization of International Staff Week sessions during the project implementation
	Assuring proper human resources for project management and mobilities funding

5. 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 applicants 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 ⁹
RO BUCURES43	Spring Term: from March to June Winter Term: from October to February	30 th of June 30 th of November
ALVLORE01 E10159336	Winter Term: October 2nd to February 23th (teaching and exams) Spring Term: March 1st to July 5th (teaching and exams)	Students: Winter Term: June 30th Spring Term: December 15th Staff: based on the individual agreement between institutions

⁹ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

The receiving institution will send its decision within [5] weeks and 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 – Selection process organised by the sending institution and monitored by the National University of Science and Technology POLITEHNICA Bucharest - Pitesti University Center		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
ALVLORE01 E10159336	Administrative contact: international@univlora.edu.al Academic contact: Assoc. Prof. Bledar Toska Bledar.toska@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	1 year of studies completed in the field All subjects successfully completed Certificate of Linguistic competences is a plus	https://www.upit.ro/en/international/erasmusplus https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
CV	Updated CV – studies, volunteering activities, abilities and attitudes	https://www.upit.ro/en/international/erasmusplus https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Motivation letter	The mobility candidate will submit a letter of motivation which highlights the purpose of mobility, the envisaged	https://www.upit.ro/en/international/erasmusplus https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

Inclusion measures ¹⁰	achievements and the added value of the mobility for the individual, for the sending institution and for the receiving institution.	https://www.upit.ro/en/international/erasmusplus https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
ALVLORE01: Academic requirements CV Motivation letter For KA171: Inclusion measures ¹¹	Students with fewer opportunities are actively encouraged to candidate and benefit from an Erasmus+ mobility. A detailed information is described in the Internal regulation for the implementation of Erasmus+ ICM and in the UV's Erasmus+ Guide for Incoming Students.	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM-english.pdf https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

Teachers can also be appointed/invited by the management of the respective departments/faculties based on strategic consideration (continuous professional development, institutional recruitment, future project preparation, lectures integrated into the regular study programme of the receiving institution, preparation of new study material etc.)

6. 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 Charter*¹².
- 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:

- 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**.

¹⁰ 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

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

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

- 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 BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
	ALVLORE01 E10159336	international@univlora.edu.al Qyteza Studenti Vlore traitimi.studentit.vlore@gmail.com	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf https://www.facebook.com/people/Qyteza-Studenti-Vlore/100046352926013/
Language Support	RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
	ALVLORE01 E10159336	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Visa	RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus

	ALVLORE01 E10159336	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Insurance	RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
Inclusion of participants with fewer opportunities	ALVLORE01 E10159336	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
	RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
	ALVLORE01 E10159336	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM-english.pdf
Mentoring	RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
	ALVLORE01 E10159336	international@univlora.edu.al bledar.toska@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM-english.pdf
Grant payments	RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
Alumni information	RO BUCURES43	Carmen-Andreea BURCEA erasmus.pitesti@upb.ro carmen.burcea3103@upb.ro +40348453333	https://www.upit.ro/en/international/erasmusplus
	ALVLORE01 E10159336	international@univlora.edu.al	www.univlora.edu.al

7. Recognition

Institutions commit to:

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 or non-academic organisations 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:
 - 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.
 - 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.

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.

8. 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 BUCURES43	The Romanian grading system uses a 10-point scale, 5 being the minimum grade for passing. Each numerical grade corresponds to a qualitative grade as follows: Fail (FX, F): 1 - 4; Sufficient (E) - 5; Satisfactory (D) - 6; Good (C) - 7, 8; Very Good (B) - 9, Excellent (A) - 10. Further information can be found by accessing the following link: http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf	https://www.upit.ro/en/international/erasmus_plus
ALVORA01		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

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

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

Any update on the number of mobilities or any update regarding the Subject area and ISCED code will be informed via email and the communication will be annexed to the present agreement.

10. Termination of the agreement

The Agreement may terminate by unilateral decision of the parties involved. The information must be communicated with official letter with 1 academic year in advance. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

11. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁴
NATIONAL UNIVERSITY OF SCIENCE AND TECHNOLOGY POLITEHNICA –UNIVERSITY CENTRE OF PITESTI	ERASMUS+ INSTITUTIONAL COORDINATOR, PROF. DR. ENG. GABRIEL JIGA		Digitally signed by Gheorghe-Gabriel Jiga Date: 2025.01.20 15:48:28 +02'00'
UNIVERSITY OF VLORA "ISMAIL QEMALI"	PROF. DR. AURELA SALIAJ RECTOR	31.01.2025	

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