EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

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 institutions[1] 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:

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[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.

- KA131

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 <u>Erasmus Charter for Higher Education</u>[2] and in this agreement.

The institutions agree on exchanging their mobility-related data according to the <u>principles of GDPR</u>[3] and in line with the technical standards of the <u>European Student Card Initiative</u>[4], 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. 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
Università degli Studi di Modena e Reggio Emilia [7]	I MODENA01	Ufficio Relazioni Internazionali E-Mail: agreements@unimore.it	**UNIMORE** http://www.international.unimore.it/ **Course Catalogue** https://international.unimore.it/study.html

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[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

[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.

3 **MODENA Campus Departments/Degree Courses:** Life Sciences; Chemical and Geological Sciences; Physics, Informatics and Mathematics; Economics "Marco Biagi"; Engineering "Enzo Ferrari"; Law; Studies on Language and Culture; Medicine and Surgery; Nursing; Midwifery; Imaging and Radiotherapy Techniques; Biomedical Laboratory Techniques; Dietetics; Cardiocirculatory and Cardiovascular Perfusion Techniques; Dental Hygiene.

REGGIO EMILIA Campus Departments/Degree Courses: Food and Agricultural Sciences; Communication and Economics; Education and Humanities; Engineering Sciences and Methods; Nursing, Occupational Therapy; Physiotherapy; Psychiatric Rehabilitation Techniques; Psychological Sciences and Techniques, Digital Education.

Dipartimento di Studi Linguistici e Culturali (MODENA Campus)		**Erasmus coordinator:** **Professor Marina Bondi** e-mail: marina.bondi@unimore.it **Contact person:** Francesca Bergamini e-mail: francesca.bergamini@unimore.it	**To choose courses** (Select: academic year and Department of interest) https://www.esse3.unimore.it/ListaFacolta.do;jsessionid=CBF24F3AB0EBDFCC1EBEDE57E6EE6899.jvm_unimore_esse3web06?cod_lingua=eng **Erasmus+ at UNIMORE** https://international.unimore.it/erasmus.html **Department website:**
University of Vlora "Ismail Qemali" (Universiteti "Ismail Qemali" Vlorë) Faculty of Humanities and Law Department of Foreign Languages (VLORA)	VLORA OID:E10159336	**Academic coordinator:** **Assoc.Prof.Armela Panajoti,** Contact Person, Dean, Faculty of Humanities and Law, Department of Foreign Languages email: armelap@assenglish.org , armela.panajoti@univlora.edu.al Tel. +355692384468 **Administrative contact:** Rezarta Sinanaliaj International Relations and Projects Office email: international@univlora.edu.al Tel:+355695303633	General: www.univlora.edu.al **Faculty/faculties:** https://univlora.edu.al/fshh-departamenti-i-gjuheve-te-huaja/ **Course catalogue:** https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf

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[8] (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]

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

I MODENA01	VLORA	0230	Languages	...	2	max 6	1	5
VLORA OID:E10159 336	I MODENA01	0230	Languages	...	2	Max 6	1	5

Optional additional information
e.g. blended mobility, etc.

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 skills[9] 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]
I MODENA01		Italian	English	Italian B1 English – only for Courses taught in English – International Courses https://international.unimore.it/internationalcourses.html English B2 or higher (Common European Framework of Reference of Languages)/ IELTS 5.5/6.4/TOEFL paper based test minimum score 510/Cambridge FCE	
VLORA OID:E101593 36		English	Italian Albanian	English B1 or higher for language studies in English (CEFR)/Internationally recognized tests Italian B1 or higher for language studies in Italian (CEFR)/CELI, CILS, PLIDA or similarly recognized tests of Italian Albanian B1 – placement test before arrival	English, Italian – B2

[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

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 sec

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.

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]
I MODENA01	**Winter Term** from mid-September to mid-February including Language courses and examination session **Spring Term** from mid-February to mid-July including Language courses and examination session	**Winter Term** Nominations - end of May Applications - mid June **Spring Term** Nominations - end of September Applications - mid-October
VLORA	Winter Term: from mid-October to the first week of March (including exams)	**Winter Term** Nominations – mid-July Applications – mid-September

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

OID:E10159336	Spring Term: from mid-March to mid-July (including exams)	**Spring Term** Nominations – mid-November Applications - mid-December

The receiving institution will send its decision within [x] 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

Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
I MODENA01	incoming.erasmus@unimore.it	https://international.unimore.it/erasmusincoming.html
VLORA OID:E10159336	international@univlora.edu.al armela.panajoti@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	Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code)/EQF level/Language skills/activities to carry out	
CV		
Motivation letter		
Inclusion measures[11]	• participants with certified physical, mental and health problems • certified economic disadvantage • cultural differences eg. individuals from migrant backgrounds and refugees, national or ethnic minorities, people with difficulties in linguistic adaptation and cultural inclusion, etc. • students with minor children • working students • students who are professional athletes • students who are orphans of at least one parent • students who are children of victims of terrorism and organized crime	
Other		

5. Preparation and support

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

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[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

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**.

- 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.

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

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation Visa Insurance	I MODENA01	**International Welcome Desk – Unimore** **Ph.** 0039 059 2058171 **Email:** internationalwelcomedesk@unimore.it	**Online services:** https://isu-services.it/en/universities/unimore-exchange-incoming-students-2022-2023
Language Support	I MODENA01	Unimore Language Center - CLA	http://www.cla.unimore.it/site/en/home.html
Inclusion of participants with fewer opportunities	I MODENA01	The University of Modena and Reggio Emilia has a **Disabled People´s Service** who works in the two campuses to attend to the needs of the university population with disabilities, taking into account each person's individual circumstances.	https://international.unimore.it/disabledoffice.html
Mentoring	I MODENA01	Erasmus Student **Network** - ESN	https://modena.esn.it/

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation Visa Insurance	VLORA OID:E1015933 6	**International Relations and Projects Office** email: international@univlora.edu.al	www.univlora.edu.al https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Language Support	VLORA OID:E1015933 6	**Assoc.Prof.Armela Panajoti** email: armelap@assenglish.org armela.panajoti@univlora.edu.al	www.univlora.edu.al
Inclusion of participants with fewer opportunities	VLORA OID:E1015933 6	**International Relations and Projects Office** email: international@univlora.edu.al	www.univlora.edu.al https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Mentoring	VLORA OID:E1015933 6	**Assoc.Prof.Armela Panajoti** email: armelap@assenglish.org armela.panajoti@univlora.edu.al	www.univlora.edu.al
Other	VLORA OID:E1015933 6		

6. Recognition

Institutions commit to:
- Ensure recognition for activities satisfactorily completed.

I MODENA01 - _https://international.unimore.it/ects.html_

VLORA – 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 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:
  - 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.

7. 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' guide[13]. 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
I MODENA01	N.a.	**Statistical distribution of grades** according to the descriptions in the ECTS users' guide are available at: **https://international.unimore.it/ects.html**

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[13] The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en
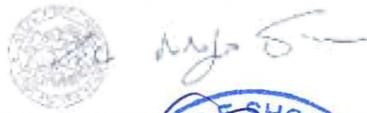
VLORA OID:E10159336		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf	

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

9. Termination of the agreement

SIGNATURES OF THE INSTITUTIONS (legal representatives)

		Date	Signature[14]
I MODENA01	Prof. Carlo Adolfo PORRO Rettore	31/05/2023	
VLORA OID:E10159336	Prof. Dr. Roland Zisi Rector	16.04.2023	

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