EUROPEAN UNION

Erasmus+
Enriching lives, opening minds
2021-2027

Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Mobility of higher education students and staff

between EU Member States
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[23]-20[26] in:

- **KA171 Higher education mobility supported by external policy funds**

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 Education[2] and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR[3] and in line with the technical standards of the European Student Card Initiative[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

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.

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

[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

Name of the institution (and department where relevant)	Erasmus code or city[5]	Contact details [6] (email, phone)	Websites
UNIVERSITAT DE VALENCIA	E VALENCI01	Institutional Coordinator: Carlos PADILLA CARMONA Projects unit: ka171@uv.es +34 96 3864731 Address: Palau Cerveró Plaza Cisneros, 4 46003 Valencia-Spain	General: http://www.uv.es/en Faculty/faculties: http://links.uv.es/wKd2Mlr Course catalogue: https://links.uv.es/3tB6elY
UNIVERSITY OF VLORA "ISMAIL QEMALI"	ALVLORE01	**Academic contact:** Dr. Eliona Lici eliona.lici@univlora.edu.al **Administrative contact:** Msc. Rezarta Sinanaliaj international@univlora.edu.al	General: https://univlora.edu.al/ Faculty/faculties: https://univlora.edu.al/fakulteti-i-shkencave-humane/ Course catalogue: https://univlora.edu.al/courses-erasmus/

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[5] Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme or 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. 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] (optional)	Field of education [ISCED][7] (optional)	Field of education - education clarification (optional)	Level of education [EQF] (optional)	Student Mobility [Total number of students]	Student Mobility [Total number of months]	Staff Mobility [Total number of staff]	Staff Mobility [Total number of days]
VLORË E10159336	E VALENCI01	0113	Degree in Primary School Education. Major in Music Education Specialist	1st	2	5 months	2	staff X 7 days (5 stay days+2 travel days*)
E VALENCI01	VLORË E10159336	0113	Degree in Primary School Education. Major in Music Education Specialist	1st	0	5 months	0	staff X 7 days (5 stay days+2 travel days*)

*According to the KA171 Erasmus+ Rules: Minimum 5 days required + maximum 2 optional travel days, excluded from the duration of the mobility period, may be granted.

**As this staff mobility is granted by country and not by university, please note its acceptation is subject to availability at the time of the application.

[7] https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-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 skills[8] at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution [Erasmus code or city]	Field of education (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]
E VALENCI01	0113	Spanish	English	Minimum recommended level in at least one of the languages: B1	Minimum recommended level in at least one of the languages for teaching: 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.

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[8] 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

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 organisation or administration of their Erasmus+ credit mobility period at their institution. 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.

Universitat de Valencia will be responsible for the management of organisational support funds. Partners agree on the following use of organisational support funds including a list of objectives that both partners consider a priority.

OS Use and Repartition	Priority Objectives
Administrative task	To cover necessary costs to the implementation of mobility activities (administrative task, to provide the participants with the insurance).
Cultural activities	Linguistic and cultural preparation for participants.
Inclusion	Social and educative inclusion (displacements, accompaniment, mentoring, psychological assistance...when necessary).

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 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[9]	
E VALENCI01	**Winter Term**: from September to January.	<u>1st of March until 31st of May.</u>	
	Spring Term: from February to July.	<u>1st of September until 31st of October.</u>	
	Link for online nominations: https://links.uv.es/nominations/KA171		
AL VLORE01	Autumn Term: **October** 2nd to **February** 23th	**Nominations**	

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

(teaching and exams)

Spring Term: **March** 1st to **July** 5th (teaching and exams)

Autumn Term: 15 July
Spring Term: 20 December
Applications
Autumn Term: 5th September
Spring Term: 15th January

The receiving institution will send its decision within 3 weeks and no later than 5 weeks after the end of the nomination period.

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)	Website for information
E VALENCI01	Ka171@uv.es	https://links.uv.es/incoming/ka171
AL VLORE01	eliona.lici@univlora.edu.al international@univlora.edu.al	https://univlora.edu.al/ https://univlora.edu.al/wpcontent/uploads/2023/01/Regulation-ICM- -english.pdf

Academic and additional requirements

Requirement	Details	Website for information (optional)
Academic requirements	Minimum number of ECTS credits (or equivalent) obtained before mobility begins 54 ECTS and level of completion of studies 2 courses.	

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CV	To be evaluated by your home institution.
Motivation letter	Not necessary
Inclusion measures [10]	During selection process must be considered the accredited situations for people with fewer opportunities for economic, social, cultural, geographical or health reasons, ensuring equal opportunities to participants eligible for mobility. Inclusion and diversity must be part of the criteria to select applications and both institutions will make participation easier to the participants (e.g. visually impaired people or people with low digital competences, reinforced mentorship, language learning support, psychological support ...)	https://www.uv.es/fundacion-general/es/areas-actuacion/inclusion-social.html
Other (AL VLORE01)	Application form (students/staff) Academic requirements for students: 1. Academic achievement (GPA). 2. Written and spoken command of English. 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. Written and spoken command of English in compliance with the proficiency level laid down	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

[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

in the inter-institutional agreement.
Teachers can also be appointed/invited by the management of the respective departments/faculties based on strategic considerations (continuous professional development, international 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*[11].

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:

- 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

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

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.

Institution [Erasmus code or city]	Preparatory & support measures	Contact details (email, phone)	Website for information & arrangements
Accommodation	E VALENCIO1	Ka171@uv.es	https://links.uv.es/BNkn34H
	AL VLOREO1	international@univlora.edu.al trajtimi.studentit.vlore@gmail .co m	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_20 23.pdf https://univlora.edu.al/; https://www.facebook.com/people/Qyteza-Studenti-Vlore/100046352926013/
Language Support	E VALENCIO1	Ka171@uv.es	
	AL VLOREO1	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_20 23.pdf
Visa	E VALENCIO1	visados@uv.es Telf contacto: 963926297	https://links.uv.es/3vGDgOC
	AL VLOREO1	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_20 23.pdf

Insurance	E VALENCI0 1	Ka171@uv.es	
	AL VLORE0 1	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
	E VALENCI0 1	Ka171@uv.es	
		After their registration to answer students' inquiries and any doubts, students must use their correo.uv.es account and contact our service through the following emails: updestudiantes@uv.es: in order to request reports to your teachers and follow-ups. upd@uv.es: in order to request adaptation of classes materials, assistance in exams, specialised computer programs and devices. uvdiscapacitat@uv.es: for any other general enquires.	https://links.uv.es/ahGJV2y
Inclusion of participants with fewer opportunities	E VALENCI0 1		
	AL VLORE0 1	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM-english.pdf
Mentoring	E VALENCI0	Ka171@uv.es	https://links.uv.es/0750FUG

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	AL VLORE0 1	eliona.lici@univlora.edu.al international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_20 23.pdf
Grant payments	E VALENCI0 1	Ka171@uv.es	
Alumni information	E VALENCI0 1	Ka171@uv.es	https://links.uv.es/incoming/ka171
	AL VLORE0 1		https://univlora.edu.al/

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

E VALENCI01: ECTS: <u>European Credit Transfer and Accumulation System</u>

AL VLORE01: *The European Credit Transfer and Accumulation System applies for the recognition of the study periods abroad. Subjects are chosen in agreement with the coordinators from both universities, with the aim of achieving the highest possible compatibility or complementarity, thus enabling automatic recognition in the case of compatible subjects, or recognition in the Diploma Supplement for compatible subjects.*

<u>https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</u>

Grading system.

ECTS grade	Points (%)	Local grade	Description of the grade	Description of the final grade in Albanian
A	90-100	10	Excellent	Shkëlqyeshëm
B	80-89	9	Very good	Shumë mirë
C	70-79	8	Good	Mirë
D	60-69	7	Satisfactory	Xenoqshëm
E	50-59	6	Sufficient	Mjaftueshëm
E	40-49	5	Passable	Kalueshëm
FX	0-39	1-4	Fail	Mbetës

- 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.

- Accept, if possible, 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.

- 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.

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.

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' guide[12]. 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
E VALENCI01	N/A	https://links.uv.es/smE4UY4
AL VLORE01		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

9. Termination of the agreement

This agreement, and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims), shall be governed by, and construed in accordance with, the law of Spain, and the institutions irrevocably submit to the exclusive jurisdiction of the courts of Spain. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

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[12] 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 [13]
E VALENCIO1	Carlos Padilla Carmona Vice-rector for Internationalisation and Multilingualism	15/11/2023	
AL VLORE01	Prof. Dr. Roland Zisi, Rector	01.12.2023	

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