



EUROPEAN UNION

Erasmus+

Enriching lives, opening minds

2021-2027

UNIVERSITETI "ISMAIL QEMALI"
VLORE
ZYRA E PROTOKOLL - ARKIVËS
NR. 12411 PROT.
DATA 29.08.2022

**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[22]-20[27] in:

- 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 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 country ⁵	Contact details ⁶ (email, phone)	Websites
UNIVERSITA' DEGLI STUDI DI TORINO Dipartimento di Lingue e Letterature Straniere e Culture Moderne	I TORINO01	ROMANO ANTONIO antonio.romano@unito.it International Office: internationalexchange@unito.it	General: https://en.unito.it/ Faculty/faculties: https://en.unito.it/about-unito/structures Course catalogue: https://en.unito.it/course-search
University of Vlorë "Ismail Qemali" Department of Foreign Languages	ALBANIA	BLEDAR TOSKA bledartoska@yahoo.co.uk International office: international@univlora.edu.al	General: www.univlora.edu.al Faculty/faculties: https://univlora.edu.al/fakulteti-i-shkencave-humane/ Course catalogue: https://univlora.edu.al/studentet-e-departamentit-te-gjuheve-te-huaja/

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	TO	Subject area	Study cycle	Number of mobility periods
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⁵ Higher education institutions (HEIs) from 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 country where they are located.

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

[Name of the institution]	[Name of the institution]	Subject area ISCED CODE ⁷	NAME	[1st, 2nd or 3rd]	Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]
UNIVERSITA' DEGLI STUDI DI TORINO	University of Vlorë "Ismail Qemali"	023	Languages	1st 2nd	3 2	18 (3 x 6 months) 12 (2 x 6 months)
University of Vlorë "Ismail Qemali"	UNIVERSITA' DEGLI STUDI DI TORINO	023	Languages	1st 2nd	0	0

Optional additional information

e.g. blended mobility, traineeships, staff training 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

Recommended level

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

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>

Receiving institution [Name of the institution]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	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]
UNIVERSITA' DEGLI STUDI DI TORINO		Italian	English	B1	B2
University of Vlorë "Ismail Qemali"		Italian	English	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 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.

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 [Name of the institution]	Term duration	Deadline ⁹
UNIVERSITA' DEGLI STUDI DI TORINO	The academic year runs from 1st October to 30th September of each year and it is divided into two semesters: First semester (winter): mid-September – mid February Second semester (spring): end February – mid July Each degree programme organizes its own calendar. Semester dates may vary from a study programme to another. For detailed information please check https://en.unito.it/studying-unito/programs/degree-programs	First semester (winter): Receiving application: 30th of June Receiving nomination: best before 15th of June Second semester (spring): Receiving application: 30th of November Receiving nomination: best before 15th of November
Receiving institution [Name of the institution]	Term duration	Deadline ⁹
University of Vlora "Ismail Qemali"	The academic year runs from 1st October to 30th September of each year and it is divided into two semesters: Winter Term: mid-October – mid February	First semester (winter): Receiving nomination: 15th of June Receiving application: 30th of June

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

	Spring Term: March – mid July Each degree programme organizes its own calendar. Semester dates may vary from a study programme to another. For detailed information please check https://univlora.edu.al	Second semester (spring): Receiving nomination: 15th of November Receiving application: 30th of November
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The receiving institution will send its decision 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 [Name of the institution]	Contact details (email, phone)	Website for information
UNIVERSITA' DEGLI STUDI DI TORINO	internationalexchange@unito.it	https://en.unito.it/international-relations/students-mobility/exchange-students-and-erasmus-mobility
University of Vlora "Ismail Qemali"	international@univlora.edu.al	https://univlora.edu.al

Language and further requirements for application		
Receiving Institution [Name of the institution]	Details	Website for information (optional)
UNIVERSITA' DEGLI STUDI DI TORINO	Italian/English B1 recommended; no language certificate required.	https://en.unito.it/international-relations/students-mobility/exchange-students-and-erasmus-mobility
University of Vlora "Ismail Qemali"	Italian/English B1 recommended; no language certificate required.	https://univlora.edu.al

6. Preparation and support

The Higher Education Institution(s) in a 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*¹⁰.
 - 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**.

¹⁰ The Erasmus Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

- 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 [Name of the institution]	Preparatory & Support Measures	Contact details (email, phone)	Website for information & arrangements
UNIVERSITA' DEGLI STUDI DI TORINO	Accommodation	internationalexchange@unito.it	https://en.unito.it/living-turin/when-you-arrive/housing
	Language Support	internationalexchange@unito.it	https://en.unito.it/services/learning-italian
	Visa	internationalexchange@unito.it	http://en.unito.it/living-turin/you-leave-home/visa
	Insurance	internationalexchange@unito.it	http://en.unito.it/living-turin/you-leave-home/health-and-insurance
	Inclusion of participants with fewer opportunities	internationalexchange@unito.it	https://en.unito.it/services/students-special-needs-0
	Mentoring	internationalexchange@unito.it	https://en.unito.it/studying-unito/application-international-students/buddy-project
University of Vlora "Ismail Qemali"	Accommodation	international@univlora.edu.al	https://univlora.edu.al
	Language Support	bledartoska@yahoo.co.uk	https://univlora.edu.al
	Visa	international@univlora.edu.al	https://univlora.edu.al

	Insurance	international@univlora.edu.al	https://univlora.edu.al
	Inclusion of participants with fewer opportunities	international@univlora.edu.al	https://univlora.edu.al
	Mentoring	bledartoska@yahoo.co.uk	https://univlora.edu.al

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

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 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' guide¹¹. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Name of the institution]	EGRACONS [If applicable]	Website for information
UNIVERSITA' DEGLI STUDI DI TORINO	n.a.	Tabelle ECTS Università di Torino (unito.it)
University of Vlora "Ismail Qemali"	n/a	https://univlora.edu.al

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

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Name of the institution]	Name, function	Date	Signature ¹²
UNIVERSITA' DEGLI STUDI DI TORINO	Institutional Coordinator: Alessandra Fiorio Pla		
University of Vlora "Ismail Qemali"	Rector Prof. Dr. Roland ZISI	08.09.2022	

¹¹ The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

¹² Scanned copies of signatures or digital signatures may be accepted depending on the national legislation