

**Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility**

**Inter-institutional¹ agreement 2023-2026²
between institutions from
programme and partner countries**

[Minimum requirements]³

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects of the organization and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about the higher education institutions

Full name of the institution / country	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIVERSITAT JAUME I (UJI) Castello, Spain Erasmus code : E CASTELL 01 OID: E10208998	Lorena Bosquet-Ros International coordinator.	bosquet@uji.es incoming@uji.es Tel : (+34) 96438 7061/73/63/58	https://ujiapps.uji.es/sia/result/publicacion/2024
	Dr. Eva Camacho Cuena, Vicerector for International Relations	camacho@uji.es vri@uji.es Tel: (+34)964728988	

¹ Inter-institutional agreements can be signed by two or more higher education institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher education institutions have to agree on the period of validity of this agreement.

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

University of Vlora "Ismail Qemali" (UV) City, Albania ERASMUS CODE: ALVLORE01 OID:E10159336	Administrative contact: Director – Projects and International Relations Sector Rezarta Sinanaliaj	Email:international@univlora.edu.al Phone: 00355695303633	General: www.univlora.edu.al Faculties/Units: https://univlora.edu.al/fakulteti-i-shkencave-humane/ https://univlora.edu.al/fe-departamentet/ https://univlora.edu.al/fakulteti-i-shkencave-teknike/ https://univlora.edu.al/fakulteti-i-shendetit-publik/ International Office : https://univlora.edu.al/sektori-projekteve/miresevini/ Catalogue of courses: https://univlora.edu.al/wp-content/uploads/2024/08/UNIVLORA-COURSES-IN-ENGLISH-LANGUAGE-2023-2024.pdf
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B. Mobility numbers⁴ per academic year

[Paragraph to be added if the agreement is signed for more than one academic year:

The partners commit to amend the table below in case of changes in the mobility data by the end of January at the latest in the preceding academic year.]

FROM ⁷ [Erasmus code or city of the sending institution]	TO ⁷ [Erasmus code or city of the receiving institution]	<i>Subject area code and name [ISCED 2013]</i>	Number of staff mobility periods	
			Staff Mobility for Teaching STA	Staff Mobility for Training * STT
UNIVERSITAT JAUME I, Spain E CASTELL 01 E10208998	University of Vlora "Ismail Qemali" (UV), Albania ERASMUS CODE: ALVLORE01 OID:	04 Business, administration and Law 10 Services	2 staff STA x 5 days for stay and 2 days for travelling	2 staff STT x 5 days for stay and 2 days for travelling

⁴ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

	E10159336			
University of Vlora "Ismail Qemali" (UV), Albania ERASMUS CODE: ALVLORE01 OID: E10159336	UNIVERSITAT JAUME I, Spain E CASTELL 01 E10208998	04 Business, administration and Law 10 Services		5 staff STT x 5 days for stay and 2 days for travelling

C. 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 at the start of the study or teaching period.

Receiving institution [Erasmus code or city]	<i>Optional: Subject area</i>	Main language of instruction	Additional language of instruction	Recommended language of instruction level ⁵
				Staff Mobility for Teaching [Minimum recommended level: B2]
UNIVERSITAT JAUME I, Spain E10208998	All areas	Spanish	English	B2
University of Vlora "Ismail Qemali" (UV), Albania ERASMUS CODE: ALVLORE01 OID: E10159336	All areas	Albanian	English	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁵ See Common European Framework of Reference for Languages

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁶ of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

http://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution(s) located in a **partner country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students 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.

The higher education institution located in a **partner country** of Erasmus further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- 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 enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

⁶ Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Any additional requirements

University of Vlora "Ismail Qemali" (UV) has the infrastructure and staff to welcome staff with disabilities: https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

Universitat Jaume I: There is a service, USE, which helps students with disabilities with the academic integration (<https://www.uji.es/serveis/use/base/pad/>). All facilities on campus, including the residence are accessible for wheelchairs.

F. Calendar

1. Applications/information on nominated **staff** must reach the receiving institution **by: December 2024**.
[to be adapted in case of a trimester system or different seasons]*
2. The receiving institution will send its decision within **4 weeks**.
3. Just for students, a Transcript of Records will be issued by the receiving institution no later than **[4] weeks** after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement: The program ends in **July 2026**.

The projects will end in July 2026, however it is highly recommended that mobilities take place in 2025.

"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

G. Information

1. Visa

The sending and receiving institutions will provide assistance, when required,

In securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (e-mail, phone)	Website for information
UNIVERSITAT JAUME I, Spain E10208998	incoming@uji.es	http://www.uji.es/perfiles/internacional/
University of Vlora "Ismail Qemali" (UV), Albania ERASMUS CODE: ALVLORE01 OID: E10159336	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

2. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (e-mail, phone)	Website for information
UNIVERSITAT JAUME I, Spain E10208998	incoming@uji.es	http://www.uji.es/perfiles/internacional/
University of Vlora "Ismail Qemali" (UV), Albania ERASMUS CODE: ALVLORE01 OID: E10159336	international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

3. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code or city]	Contact details (e-mail, phone)	Website for information
UNIVERSITAT JAUME I, Spain E10208998	incoming@uji.es	https://www.uji.es/serveis/ori/base/incoming/orientacio/viu_uji/allotjament/
University of Vlora "Ismail Qemali" (UV), Albania ERASMUS CODE: ALVLORE01 OID: E10159336	Projects and International Relations international@univlora.edu.al Qyteza Studenti Vlore trajtimi.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/

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature
UNIVERSITAT JAUME I, Spain E CASTELL 01	The Vice-Rector for International Relations, Eva Camacho Cuena, by virtue of the powers delegated by the Rector by means of the Resolution dated 24 May 2022 (DOGV of 27 May).		EVA CAMA CHO CUENA
University of Vlora "Ismail Qemali" (UV), Albania ERASMUS CODE: ALVLORE01 OID: E10159336	Prof. Dr. Aurela Salaj Rector	28.10.2024	

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cn=EVA|CAMACHO|CUENA
serialNumber=18993962X
givenName=EVA
sn=CAMACHO CUENA
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