

EUROPEAN UNION

Erasmus+

Enriching lives, opening minds

2021-2027

UNIVERSITY

ZYRARDI

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DATA 05.02.2025

**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+ 2021-2027 - call 2024 (from 01/08/2024 until 31/07/2027):

- 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.

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 city ⁵	Contact details ⁶ (email, phone)	Websites
University of Salento (Dept. of Humanities)	E10208824 I LECCE01	Administrative contact: Centro Progettazione Strategica Responsabile amministrativo: Maria Rita Marasco tel. +39 0832 29 7936 Email: maria.rita.marasco@unisalento.it Academic contact: Monica Genesin Dept. of Humanities, email: monica.genesin@unisalento.it phone: +39 (0)832 294222	General: https://www.unisalento.it/ Faculty/faculties: Department of Humanities https://www.studiumanistici.unisalento.it/ Course catalogue: https://international.unisalento.it/departments/humanities

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.

UNIVERSITY OF VLORA "ISMAIL QEMALI"	ALVLORE01	Academic contact: Assoc. Prof. Frosina Qyrdeti Department of Foreign Languages email: frosinalondo@yahoo.it phone: +355 69 621 5789 Administrative contact: Projects and International Relations Office, email: international@univlora.edu.al	General: https://univlora.edu.al/ Faculty of Humanities and Law: https://univlora.edu.al/fakulteti-i-shkencave-humane/ Course catalogue: https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf https://univlora.edu.al/courses-erasmus/
...			

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		Study cycle [short cycle, 1st, 2nd or 3rd] (optional)	Number of mobility periods			
		ISCED CODE ⁷ (optional)	NAME (optional)		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]
E10208824 I LECCE01	AL VLORE01	023	Languages	1 st , 2 nd , 3 rd	Max 2	20 days (short mobility)	Max 2	Max 14 days
		051	Biological and Related Sciences					
		052	Enviroment					
AL VLORE01	E1020882 4 I LECCE01	023	Languages	1 st , 2 nd , 3 rd	Max 2	20 days (short mobility)	Max 2	Max 14 days
		051	Biological and Related Sciences					
		052	Enviroment					

Optional additional information

e.g. blended mobility, etc.

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%20202013%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 for teaching: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
AL VLORE01	023	English	Italian, Albanian	B1	B2
	051				
	052				
E10208824 I LECCE01	023	English	Italian, Albanian	B1	B2
	051				
	052				

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.

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+ 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.

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
- Mobility Coordination and Facilitation: OS funds will support the planning, organization, and management of staff mobility activities, with a focus on Education, Philosophy, and Social Sciences. - Institutional Capacity Building: Resources will be allocated to strengthen administrative and academic collaboration, including workshops, training sessions, and shared resources that enhance institutional capability. - Sustainable Partnership Development: Resources will be invested in activities that promote the sustainability of the partnership, ensuring that collaborative efforts continue beyond the project term.	- Enhancement of Mobility Programs: Both partners prioritize the development and facilitation of mobility opportunities for students and staff, specifically within the fields of Education, Philosophy, and Social Sciences, to foster academic and cultural exchange. - Capacity Building and Academic Collaboration: Funds will support joint initiatives to strengthen institutional capacity, including collaborative research projects, curriculum development, and innovative teaching methodologies. - Promotion of Intercultural Competence: The partnership aims to promote intercultural understanding and skills among participants, enhancing the ability to work effectively in diverse environments

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
ALVLORE01	Autumn Term: October 2nd to February 23th (teaching and exams) Spring Term: March 1st to July 5th (teaching and exams)	Winter Term: 15 th July Spring Term: 20 th December
E10208824 I LECCE01	Winter Term: from September 1 th to January 31 th Spring Term: from March 1 th to June 30 th	Fall term: May 30 th Spring Term: November 31 th

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:

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

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
E10208824 I LECCE01	Administrative contact: Centro Progettazione Strategica Responsabile amministrativo: Maria Rita Marasco tel. +39 0832 29 7936 Email: mariarita.marasco@unisalento.it Academic contact: Monica Genesin Dept. of Humanities, email: monica.genesin@unisalento.it, phone: +39 (0)832 294448 Erasmus office international.office@unisalento.it international.mobility@unisalento.it	https://international.unisalento.it/mobility/erasmus-plus-study
ALVLORE01	Academic contact: Assoc. Prof. Frosina Qyrdeti Department of Foreign Languages email: frosinalondo@yahoo.it phone: +355 69 621 5789 Administrative contact: Projects and International Relations Office, email: international@univlora.edu.al	https://univlora.edu.al/ https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	Subject areas and ISCED codes: Languages (023); Biological and Related Sciences (051); Environment (052)	
CV	A detailed CV is required only academic staff	
Motivation letter	A motivation letter is required for academic staff and students	
Inclusion measures ¹⁰	To further enhance the inclusion dimension of KA171 10 points are added to the Overall Score of the students with disabilities. Candidates from less advantageous backgrounds are prioritized. Proof is to be submitted as part of the submission docs.	
Other		

Selection criteria AL VLORE01		
Requirement	Details	Website for information (optional)

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

Academic requirements	Subject areas and ISCED codes: Languages (023); Biological and Related Sciences (051); Environment (052) Details are described in the internal regulation of UV and Erasmus+ Incoming students guide.	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
CV	A detailed CV is required only academic staff	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Motivation letter	A motivation letter is required for academic staff and students	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
Inclusion measures ¹¹	To further enhance the inclusion dimension of KA171 10 points are added to the Overall Score of the students with disabilities. Candidates from less advantageous backgrounds are prioritized. Proof is to be submitted as part of the submission docs.	https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf
Other		

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**,

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

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.

Preparatory & Support Measures		Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	E10208824 I LECCE01	international.mobility@unisalento.it	http://international.unisalento.it/	
Language Support		international.mobility@unisalento.it	https://cla.unisalento.it/home_page	
Visa		admissions@unisalento.it	https://www.unisalento.it/ufficio-internazionalizzazione-admissions-office	
Insurance		international.mobility@unisalento.it	http://international.unisalento.it/	
Inclusion of participants with fewer opportunities		centro.sostegno@unisalento.it	https://www.unisalento.it/ufficio-integrazione-disabili	
Mentoring		international.mobility@unisalento.it Academic contact Monica Genesin Department of Humanities Email: monica.genesin@unisalento.it	http://international.unisalento.it/	
Grant payments		Centro Progettazione Strategica Responsabile amministrativo: Maria Rita Marasco tel. +39 0832 29 7936 Email: maria.rita.marasco@unisalento.it		
Alumni information				

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	ALVLORE01	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://univlora.edu.al/ ; https://www.facebook.com/people/Qyteza-Studenti-Vlore/100046352926013/
Language Support		international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Visa		international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Insurance		international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Inclusion of participants with fewer opportunities		international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Mentoring		Assoc. Prof. Frosina Qyrdeti frosinalondo@yahoo.it	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf
Grant payments		Centro Progettazione Strategica Responsabile amministrativo: Maria Rita Marasco tel.+39 0832 29 7936 Email: mariarita.marasco@unisalento.it	
Alumni information		international@univlora.edu.al	https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

European Credit Transfer 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.

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
E10208824 I LECCE01	https://foundation.ifma.org/wp-content/uploads/2019/11/International-Grade-Equivalencies.pdf	https://www.unisalento.it/ufficio-relazioni-internazionali/
ALVLORE01		https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf

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

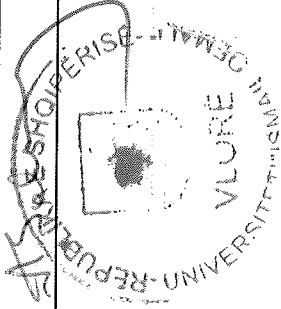
10. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by November/December 2024 will only take effect as

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

of November/December 2025. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁴
E10208824 I LECCE01	Prof. Fabio Pollice, Rector		
AL VLORE01	Prof. Dr Aurela Salliaj, Rector	05.03.2025	

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