



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**

UNIVERSITETI "ISMAIL QEMALI"  
VLORE  
ZYRA E PROTOKOLL - ARKIVËS  
NR. 144711 PROT.  
DATA 27.07.2023

The institutions<sup>1</sup> 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:

- **KA171 CALL 2022, mobilities to be concluded before 31/07/2025**

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<sup>2</sup> and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR<sup>3</sup> and in line with the technical standards of the European Student Card Initiative<sup>4</sup>, 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.

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<sup>1</sup> 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.

<sup>2</sup> [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en)

<sup>3</sup> [https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en)

<sup>4</sup> [https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative\\_en](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 <sup>5</sup>	Contact details <sup>6</sup> (email, phone)	Websites
<p><b>UNIVERSITÀ DEGLI STUDI DI TORINO</b></p> <p>Dipartimento di Lingue e Letterature Straniere e Culture Moderne</p>	<p><b>I TORINO01</b></p>	<p><b>ROMANO Antonio</b> antonio.romano@unito.it</p> <p><b>International Office:</b> internationalexchange@unito.it</p>	<p>General: <a href="https://en.unito.it/">https://en.unito.it/</a></p> <p>Faculty/faculties: <a href="https://en.unito.it/about-unito/structures">https://en.unito.it/about-unito/structures</a></p> <p>Course catalogue: <a href="https://en.unito.it/course-search">https://en.unito.it/course-search</a></p> <p>Dept. website: <a href="https://www.dipartimentolingue.unito.it/do/home.pl">https://www.dipartimentolingue.unito.it/do/home.pl</a></p>
<p><b>UNIVERSITY OF VLORA "ISMAIL QEMALI"</b></p>	<p>AL VLORE01</p>	<p><b>Academic coordinator:</b> Assoc. Prof. Frosina Qyrdeti Academic Vice- Rector <a href="mailto:frosinalondo@yahoo.it">frosinalondo@yahoo.it</a></p> <p><b>Administrative contact:</b> Ms. Rezarta Sinanaliaj Projects and International Relations office <a href="mailto:International@univlora.edu.al">International@univlora.edu.al</a></p>	<p><b>General:</b> <a href="http://www.univlora.edu.al">www.univlora.edu.al</a></p> <p><b>Faculty:</b> <a href="https://univlora.edu.al/fakulteti-i-shkencave-humane/">https://univlora.edu.al/fakulteti-i-shkencave-humane/</a></p> <p><b>Course catalogue:</b> <a href="https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf">https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf</a> <a href="https://univlora.edu.al/courses-erasmus/">https://univlora.edu.al/courses-erasmus/</a></p>

<sup>5</sup> 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.

<sup>6</sup> 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 mobility periods

FROM [Name of the institution]	TO [Name of the institution]	Subject area ISCED CODE <sup>7</sup>	Subject area NAME	Study cycle [short cycle, 1st, 2nd or 3rd]	Number of mobility periods			
					Student Mobility for Studies [Specify here total number of students]		SHORT Student Mobility [Specify here total number of students]	
UNIVERSITÀ DEGLI STUDI DI TORINO	UNIVERSITY OF VLORA "ISMAIL QEMALI	023	Languages	1 <sup>st</sup> 2 <sup>nd</sup>	1 pax	5 months	ND	ND
UNIVERSITY OF VLORA "ISMAIL QEMALI	UNIVERSITÀ DEGLI STUDI DI TORINO	023	Languages	1 <sup>st</sup> 2 <sup>nd</sup>	1 pax	4 months	ND	ND

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

### Number of STAFF mobility periods

FROM [Name of the institution]	TO [Name of the institution]	Subject area ISCED CODE <sup>8</sup>	Subject area NAME	Number of mobility periods			
				Staff Mobility for Teaching [Specify here total number of staff]		Staff Mobility for Training [Specify here total number of days]	
UNIVERSITÀ DEGLI STUDI DI TORINO	UNIVERSITY OF VLORA "ISMAIL QEMALI	023	Languages	3 pax	45 days (15 days per pax)	ND	ND
UNIVERSITY OF VLORA "ISMAIL QEMALI	UNIVERSITÀ DEGLI STUDI DI TORINO	023	Languages	3pax	45 days (15 days per pax)	ND	ND

### 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<sup>9</sup> at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution [Name of the institution]	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]

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

<sup>9</sup> 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>

<b>UNIVERSITÀ DEGLI STUDI DI TORINO</b>	n.a.	Italian	English	B1	B2
<b>UNIVERSITY OF VLORA "ISMAIL QEMALI</b>	<i>n.a.</i>	Albanian	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 organization 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 Repartion	Priority Objectives
OS budget will be managed by UniTo in order to grant additional services for student mobility. Moreover, each incoming student will receive an additional amount of Euro 250 to cover all costs related to international mobility such as VISA, residence permit and health insurance	Additional financial support for students mobility

## 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 <sup>10</sup>
<p><b>UNIVERSITÀ DEGLI STUDI DI TORINO</b></p>	<p>The academic year runs from 1st October to 30th September of each year and it is divided into two semesters:</p> <p><b>First semester (winter):</b> mid-September – mid February</p> <p><b>Second semester (spring):</b> end February – mid July</p> <p>Each degree programme organizes its own calendar. Semester dates may vary from a study programme to another. For detailed information please check <a href="https://en.unito.it/studying-unito/programs/degree-programs">https://en.unito.it/studying-unito/programs/degree-programs</a></p>	<p><b>First semester (winter):</b> Receiving application: 30th of June</p> <p>Receiving nomination: best before 15th of June</p> <p><b>Second semester (spring):</b> Receiving application: 30th of November</p> <p>Receiving nomination: best before 15th of November</p>

<sup>10</sup> Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

<b>UNIVERSITY OF VLORA "ISMAIL QEMALI</b>	<b>Winter Term:</b> October 2nd to February 23th (teaching and exams) <b>Spring Term:</b> March 1st to July 5th (teaching and exams)	<b>Winter Term:</b> June 30th <b>Spring Term:</b> December 15th
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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
<b>UNIVERSITÀ DEGLI STUDI DI TORINO</b>	<a href="mailto:internationalexchange@unito.it">internationalexchange@unito.it</a>	<a href="https://en.unito.it/international-relations/students-mobility/exchange-students-and-erasmus-mobility">https://en.unito.it/international-relations/students-mobility/exchange-students-and-erasmus-mobility</a>
<b>UNIVERSITY OF VLORA "ISMAIL QEMALI</b>	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf</a>

Requirement	Details
Academic requirements	<p><i>With reference to STUDENTS FROM UNITO: To be declared in the selection procedure.</i></p> <p><i>With reference to STUDENTS FROM AL VLORE01: To be declared in the selection procedure.</i></p> <p><b>Academic requirements for students:</b>  1. Academic achievement (GPA).  2. Very good command of written and spoken English.</p> <p><b>Academic requirements for staff:</b>  1. Academic merit (ranked according to the academic title/degree) for teaching staff.</p>

	<p>2. Work experience/performance (for administrative staff).</p> <p>3. Very good command of written and spoken English in compliance with the proficiency level laid down in the inter-institutional agreement.</p>
CV	<p><i>With reference to STUDENTS FROM UNITO: To be requested in the selection procedure.</i></p> <p><i>With reference to STUDENTS FROM AL VLORE01: To be requested in the selection procedure. Required for staff.</i></p>
Motivation letter	<p>With reference to STUDENTS FROM UNITO: Not requested.</p> <p>With reference to STUDENTS FROM PARTNER INSTITUTION: To be requested or not in the selection procedure.</p> <p><i>Required for both student and staff</i></p>
Inclusion measures <sup>11</sup>	<p>Targeted categories of participants with fewer opportunities are students with:</p> <ul style="list-style-type: none"> <li>• disability;</li> <li>• health problems;</li> <li>• economic obstacles;</li> <li>• cultural differences (refugees and political refugee status)</li> </ul> <p>With reference to STUDENTS FROM UNITO:</p> <ul style="list-style-type: none"> <li>• ISEE/GDP under € 24.335,11;</li> <li>• 50% or more disability;</li> <li>• refugee status;</li> <li>• subsidiary protection status;</li> <li>• political refugee status;</li> <li>• care-leaver status (art.1, comma 250, Law n. 205 of 2017);</li> <li>• beneficiary of Italian Government study grant;</li> <li>• children of parents with disability pensions, war orphans, visually impaired, wounded or invalids from war, work, or service and their children according to the amount defined in the Tax and Contribution Ruling</li> </ul>

<sup>11</sup> 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](https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en)

	<p>With reference to STUDENTS FROM AL VLORE01:</p> <ol style="list-style-type: none"> <li>1. In case of candidates of equal academic merit, priority is given to: <ol style="list-style-type: none"> <li>a. students with fewer opportunities (different (dis)abilities, educational levels, social backgrounds, economic situations, health statuses, or the place of origin etc.) or in a disadvantaged situation (economic, social, cultural, geographical or health etc.). During the selection process, extra points are granted for this item upon providing evidence to demonstrate their disadvantageous status/position.</li> <li>b. students who have not participated in a mobility exchange before within the same study cycle.</li> </ol> </li> <li>2. When possible, the committee tries to respect gender equality in participant selection.</li> </ol> <p>With reference to STAFF FROM AL VLORE01:</p> <ol style="list-style-type: none"> <li>1. Priority is given to staff who have not previously participated in a mobility exchange.</li> <li>2. When possible, the committee tries to respect gender equality in participant selection. Extra points are given to staff with fewer opportunities in the selection process.</li> </ol>
Other	TBD

## 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*<sup>12</sup>.
- 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

<sup>12</sup> The Erasmus+ Student Charter is available here: [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en)

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.

Institution [Name of the institution]	Preparatory & Support Measures	Contact details (email, phone)	Website for information & arrangements
<b>UNIVERSITÀ DEGLI STUDI DI TORINO</b>	Accommodation	internationalexchange@unito.it	<a href="https://en.unito.it/living-turin/when-you-arrive/housing">https://en.unito.it/living-turin/when-you-arrive/housing</a>
	Language Support	internationalexchange@unito.it	<a href="https://en.unito.it/services/learning-italian">https://en.unito.it/services/learning-italian</a>
	Visa	internationalexchange@unito.it	<a href="http://en.unito.it/living-turin/you-leave-home/visa">http://en.unito.it/living-turin/you-leave-home/visa</a>
	Insurance	internationalexchange@unito.it	<a href="http://en.unito.it/living-turin/you-leave-home/health-and-insurance">http://en.unito.it/living-turin/you-leave-home/health-and-insurance</a>
	Inclusion of participants with fewer opportunities	internationalexchange@unito.it	<a href="https://en.unito.it/services/students-special-needs-0">https://en.unito.it/services/students-special-needs-0</a>
	Mentoring	internationalexchange@unito.it	<a href="https://en.unito.it/studying-unito/application-international-students/buddy-project">https://en.unito.it/studying-unito/application-international-students/buddy-project</a>
<b>UNIVERSITY OF VLORA "ISMAIL QEMALI</b>	Accommodation	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>
	Language Support	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>
	Visa	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>
	Insurance	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>
	Inclusion of participants with fewer opportunities	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>
	Mentoring	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="http://www.univlora.edu.al">www.univlora.edu.al</a>

## 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 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.

### 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<sup>13</sup>. 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
UNIVERSITÀ DEGLI STUDI DI TORINO	n.a.	Tabella ECTS   Università di Torino (unito.it)
UNIVERSITY OF VLORA "ISMAL QEMALI	n.a.	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>

### SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>14</sup>
UNIVERSITÀ DEGLI STUDI DI TORINO	<b>Institutional Coordinator:</b> Alessandra Florio Pla	4/9/2023	
UNIVERSITY OF VLORA "ISMAL QEMALI	<b>Prof. Dr. Roland Zisi, Rector</b>	27.07.2023	

<sup>13</sup> The ECTS user's guide is available here: [https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide\\_en](https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en)

<sup>14</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation