



ETSICCP 10680
ETSINF 10689
ETSII: 10834

Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2014-2020² between programme 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 related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITE LIBRE DE BRUXELLES	B-BRUXEL04	Ecole polytechnique de Bruxelles Prof. Guy WARZEE (until mid 2014) email : gwarzee@ulb.ac.be Tel : +32(0)2-650 27 71 – CP 194/2 Prof. Marie-Paule DELPLANCKE (as from 2014) email : Marie-Paule.Delplancke@ulb.ac.be Tel : +32(0)2-650 29 02 – CP 165/63 avenue Roosevelt, 50 B – 1050 Bruxelles (Belgium)	http://www.ulb.ac.be/facs/polYTECH
UNIVERSITAT POLITÈCNICA DE VALENCIA	E-VALENCIO2	Universitat Politècnica València JUAN MIGUEL MARTINEZ RUBIO Institutional Coordinator	http://www.opii.upv.es

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		+34 963877002, opii@upvnet.upv.es ETSI Caminos, Canales y Puertos Mr Juan B. MARCO SEGURA Vice-Dean for International Relations Tel: +34 96 387 9151 int_etsiccp@upvnet.upv.es ETSI Industriales Mrs Arantxa QUEROL MONFORTE Vice-Dean for International Relations ETSII +34 96 387 71 72; internacional@etsii.upv.es ETSI Informática Mr Juan Carlos Ruiz García Vice-Dean for International Relations +34 96 387 72 05; Int_inf@upvnet.upv.es Camino de Vera, s/n. E-46022 VALENCIA	http://www.iccp.upv.es http://www.etsii.upv.es http://www.inf.upv.es
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B. Mobility numbers⁵ per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

FROM	TO	Subject area code	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	[ISCED]			Student Mobility for Studies
					[total number of months of the study periods or average duration*]

ETSI Caminos, Canales y Puertos

B-BRUXEL04	E- VALENCI02	582	Civil Engineering	MA	3x10 = 30
E- VALENCI02	B-BRUXEL04	582	Civil Engineering	BA (*) / MA	3x10 = 30

ETSI Industriales

B-BRUXEL04	E- VALENCI02	52	Engineering	MA	7x10 = 70
E- VALENCI02	B-BRUXEL04	52	Engineering	BA (*) / MA	7x10 = 70

⁵ 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>)

(*) BA : only students having already completed 3 years of BA are eligible

ETSI Informatica

B-BRUXEL04	E- VALENCI02	481	Engineering (others : Computer Engineering)	MA	3x10 = 30
E- VALENCI02	B-BRUXEL04	481	Engineering (others : Computer Engineering)	BA/MA (*) (*) BA : only students having already completed 3 years of BA are eligible	3x10 = 30

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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]	Optional Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
B-BRUXEL04					
E- VALENCI02	582	ETSICCP Spanish	ETSICCP English (mainly for project work)	A2 (Spanish)	B2
E- VALENCI02	481	ETSINF Spanish	ETSINF English (mainly for project work)	B1 (Spanish)	B2 (English or Spanish)
E- VALENCI02	52	ETSII Spanish	ETSII English (mainly for project work)	A2 (Spanish)	B2 (English or Spanish)

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

⁶ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

D. Additional requirements

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

B-BRUXEL04 :

ULB's student disabilities' service, offer of the assistance and organize, if required, assistance or possible timetable adjustments, to allow disabled students to complete their exchange's period in the best possible conditions.

E- VALENCI02 : UPV, through „Fundación CEDAT“ offers information, technical support and advice to university members with disabilities and special needs.

<http://www.fundacioncedat.org>

intE. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
B-BRUXEL04	May 1st	October 1st
E- VALENCI02	May 31 st	October 31 st

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within [4] weeks.
3. 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

In the event of unilateral termination of the agreement, 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 1 September 20XX will only take effect as of 1 September 20XX+1. "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F. Information

1. Grading systems of the institutions

B-BRUXEL04 :

<http://www.ulb.ac.be/enseignements/presentation/fr/presentation-fr-ects.html>

E VALENCI02:

MH	matrícula de honor	distinction (normally awarded above 9,5 and maximum to 1 student per group of 20)
9 to 10	sobresaliente	excellent
7 to 8,9	notable	good
4,9 to 6,9	aprobado	pass
0 to 4,9	suspenso	fail
NP	No presentado	Coursework / final exam(s) not completed

Additionally, we use the ECTS grading scale. UPV understands this is a complementary scale, providing the relative position of the student in the reference group. Therefore, identical numerical grades may translate differently in the ECTS scale.

2. 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]	Contact details (email, phone)	Website for information
B-BRUXEL04	<u>mobilite@ulb.ac.be</u>	http://diplomatie.belgium.be/fr/Services/venir_en_belgique/ http://www.ulb.ac.be/enseignements/cpe/cpedocs/guide-fr.pdf
E- VALENCI02	<u>extranjeria@upv.es</u>	http://www.opii.upv.es

3. 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]	Contact details (email, phone)	Website for information
B-BRUXEL04	<u>mobilite@ulb.ac.be</u>	12 Euro are requested for ULB insurance, this covers any accidents that might occur in the pursuit of academic activities http://www.ulb.ac.be/services/etudiants/assurances-etudiants.html
E- VALENCI02	opii@upvnet.upv.es	http://www.upv.es/entidades/OPII/menu_urli.html?http://www.opii.upv.es/previsualizar2.asp?id=193&web=8

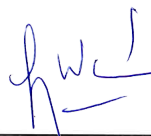
4. Housing

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]	Contact details (email, phone)	Website for information
B-BRUXEL04	Office.du.Logement@ulb.ac.be	http://www.ulb.ac.be/logements/index.html
E- VALENCI02	internacional@etsii.upv.es int_etsiccp@upvnet.upv.es int_inf@upvnet.upv.es	http://www.upv.es/perfiles/estudiante/alojamientos-upv-en.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
B-BRUXEL04	Ecole polytechnique de Bruxelles Prof. Jean-Claude MAUN Dean Prof. Guy WARZEE Coordinator of the Exchange Programs		 11/12/2013  
E- VALENCI02	Universitat Politècnica de València Prof. Juan Miguel MARTÍNEZ RUBIO Head of the Rector's Office		 10 DEC 2013 

⁷ Scanned signatures are accepted