



Erasmus+ Programme, Inter-institutional agreement 2014/15-2020/21

between programme countries. Key Action 1

– Mobility for learners and staff – Higher Education, Student and Staff Mobility

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 ¹ (email, phone)	Website (eg. of the course catalogue)
KU Leuven	B LEUVEN01	<p>Institutional coordinator Ms Elke Timmermans KU Leuven – International Office Naamsestraat 63 bus 5001 B-3000 Leuven Belgium Phone: +32 16 32 37 67 Fax: +32 16 32 40 22 elke.timmermans@int.kuleuven.be</p> <p>Coordinator Faculty of Arts: (Mr) Roger Janssens Faculty coordinator Blijde Inkomststraat 21 bus 3312 B-3000 Leuven Belgium Phone: +32 16 325013 Fax: +32 16 324731 roger.janssens@arts.kuleuven.be</p> <p>Academic Coordinator: Prof. Bart Van Den Bossche Tel: + Fax: + e-mail: bart.vandenbossche@arts.kuleuven.be</p>	<p>Course catalogue</p> <p>www.kuleuven.be/education/ects/package.html</p>
Università degli Studi di Messina	I MESSINA01	<p>Erasmus Institutional Coordinator: Dott.ssa Grazia De Tuzza Settore Relazioni Internazionali Piazza Salvatore Pugliatti, 1 98122 Messina Italy Phone: +39 090 6768500/8531/8532/8506 Fax: +39 090 6768332 Email: relint@unime.it</p> <p>Academic Coordinator:</p>	<p>Web page for International students: http://relint.unime.it/en/mobilita-in-entrata/</p>

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Prof. Dario Tomasello Dept. of Cognitive Science Education and Cultural Studies Tel. +39 090 3710722 e-mail: dario.tomasello@unime.it	Course catalogue http://www.unime.it/dipartimenti/csecs/offerta
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B. Mobility numbers 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.

Student Mobility for Studies (SMS)

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle (1 st , 2 nd or 3 rd)	Total Number of students/Total number of months
					Student Mobility for Studies
B LEUVEN01	I MESSINA01	021	Arts	1 st , 2 nd	2X6 = 12 months
I MESSINA01	B LEUVEN01	021	Arts	1 st , 2 nd	2X6 = 12 months

Staff Mobility for Teaching

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days
				Staff Mobility for Teaching STA
B LEUVEN01	I MESSINA01	021	Arts	1 staff (min. 2 days)
I MESSINA01	B LEUVEN01	021	Arts	1 staff (min. 2 days)

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	Optional Subject area ISCED	Language of Instruction 1	Language of Instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
B LEUVEN01		English, Dutch or language of instruction of the specific programme		B1	C1
I MESSINA01		Italian	English (teachers / staff)	B1	B2

D. Additional requirements

Infrastructure to welcome students and staff with disabilities

B LEUVEN01:

All practical information for incoming students (incl. application procedure) can be found on the website of International Admissions and Mobility: <http://www.kuleuven.be/admissions/>

KU Leuven organises welcome activities for all international students, including Orientation Days and a Buddy Program. More information about these activities can be found on the website: <http://www.kuleuven.be/welcome/>

A Dutch language course, free of charge for Erasmus students, is organised by the Leuven Language Institute: http://ilt.kuleuven.be/english/cursus/andere_ned_vr_erasmus.php

The university also offers support for students with disabilities: <http://www.kuleuven.be/studentenvoorzieningen/studentswithdisability/index.html>

I MESSINA01

The University of Messina welcomes students and staff with disabilities. For questions regarding services to students in need of individual arrangements in connection with studies and/or examinations, please see the following link: http://www.unime.it/sezione_disabili/

E. Calendar

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

Receiving Institution	Winter term [Sept / Jan] or one academic year	Summer term [Feb / May]
B LEUVEN01	See http://www.kuleuven.be/application (currently: 14 April)	See http://www.kuleuven.be/application (currently: 1 October)
I MESSINA01	Nomination deadline: May 15th Application Form: May 30 th	Nomination deadline: October 15 th Application Form: October 30 th

B LEUVEN01:

Decision Response: As receiving institution the University of Leuven will send its decision within 12 weeks.

I MESSINA01

More info at:

- o <http://relint.unime.it/en/mobilita-in-entrata/>
- o <http://relint.unime.it/en/mobilita-in-entrata/studio/>

F. Information

1. Grading systems of the institutions

B LEUVEN01

<http://www.kuleuven.be/education/regulations/>

<http://www.arts.kuleuven.be/home/english/international-mobility-and-cooperation-office>

I MESSINA01

<http://relint.unime.it/en/internazionalizzazione/diploma-supplement/>

<http://relint.unime.it/files/2012/09/Tabelle-di-Conversione-voti-con-il-sistema-ECTS-DM270-04.pdf>

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 LEUVEN01	Mr. Christophe Prince Migration specialist Phone: +32 16 324024 Fax: +32 16 323773 christophe.prince@kuleuven.be	www.kuleuven.be/admissions/travelling/visa
I MESSINA01	relint@unime.it	http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf (see Compulsory fulfillments-Italian immigration rules)

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.

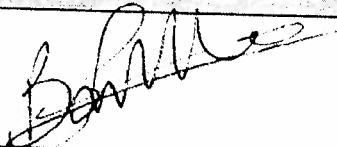
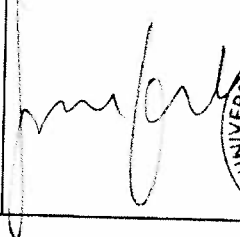
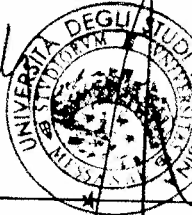
Institution [Erasmus code]	Contact details (email, phone)	Website for information
B LEUVEN01	Ms Carina Convents Case administration incoming exchange students Phone: +32 16 324027 Fax: +32 16 323773 carina.convents@kuleuven.be	www.kuleuven.be/english/services/insurances/
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Health insurance)

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 LEUVEN01	Katrien Devillé Head, Housing Office Phone: +32 16 32 44 00 housingservice@dsv.kuleuven.be	www.kuleuven.be/english/student-services/accommodation
I MESSINA01	relint@unime.it	http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/ (see Accommodation and meals)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ²
B LEUVEN01	Vice Dean for International Affairs Faculty of Arts, KU Leuven Bart Van den Bossche	01/04/2014	
I MESSINA01	Prof. Pietro Navarra Rector	14 APR. 2014	 



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² Scanned signatures are accepted

