



Erasmus+

Università degli Studi di Messina
 Prot. N. 22 6 P 3
 Del 27 / 03 / 2012
 Tit./Cl. 111 / 14 - Partenza
 Decisione
 CONVEGNO N. 145/2012

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

Inter-institutional¹ agreement 2017-2018
between institutions from
Programme and Partner Countries²

[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 organisation 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 higher education institutions

Full name of the institution / country	Erasmus code or city ⁴	Contact details ⁵ (email, phone)	Website (eg. of the course catalogue)
Università degli Studi di Messina / Italy	IMESSINA01	Giuseppe Lucchese - Head of International Relations Unit euprog@unime.it tel. +390906768534/33	www.unime.it http://www.unime.it/it/offerta_didattica/offerta

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 Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

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

⁴ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁵ Contact details to reach the senior officer in charge of this agreement.



Université Abdelmalek Essaâdi	Tétouan, Morocco	Mr, Hassan EZBAKHE Vice président, chargé des affaires académiques Email: Hassan@ezbakhe.es Tel +212644444788	http://uae.ma/portail/FR/ http://www.uae.ma/portail/FR/index.php?option=com_content&view=article&id=1515&catid=123
[...]			

B. Mobility numbers⁶ 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 no later than the end of January in the preceding academic year.]

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
		//	//	//	//	
Tétouan	I MESSINA 01	//	//	4 students II cycle and III Cycle	30 months (6 months average duration for II Cycle Mobilities; 9 months average duration for III cycle mobilities)	
		//	//	//	//	

⁶ 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>)

I MESSINA01	Tétouan			1 Student	6 months	
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[*Optional: subject area code & name and study cycle are optional.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
I MESSINA0 1	Tetouan	05	Botanic	//	2 Staff Mobility for Training (18 days total duration, travels included)
		//	//	//	//

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]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁷	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]

⁷ 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>

IMESSINA01		Italian	English	B1	B2
Tetouan		French	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [http://www.unime.it/it/offerta_didattica/_offerta ; <http://www.uae.ma/portail/FR/index.php>].

D. Respect of fundamental principles and other mobility requirements

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

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. Additional requirements

The selection process is under the responsibility of the home Institution that will make every reasonable effort to conduct it in a fair, clear, transparent and equal base. No discriminations based on gender, religion, social bias will be made. At equal conditions, priority will be given to disadvantaged students. The home Institution will submit a list of selected candidates to the host institution. Selections will respect the following criteria:

Master Students: Average mark; Relevance of proposed activities in the learning Agreement according to the University studies; Language skills; Other relevant experiences included in the application form. **PhD Students** Degree final mark; Research Proposal signed by home and host institution; Language skills; Other relevant experiences included in the application form; Staff Mobility for Teaching (STA)/Training (STT) criteria for the selection will be jointly defined by the parties.

The University of Messina has the infrastructures to welcome students and staff with disabilities.

F. Calendar

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

Receiving institution [Erasmus code or city]	Autumn term* [month]	Spring term* [month]
IT MESSINA01	15 May	15 November
Tétouan	15 May	15 November

2. The receiving institution will send its decision within [2] weeks.
3. 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

This agreement can be terminated at any time by mutual consent. 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 1 September of one given year will only take effect as of 1 September of the next year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information

1. Grading systems of the institutions

UniMe adopts the Italian Grading Scale from 0 (less than 18 the exam is failed) to 30. UniMe officially adopts the ECTS conversion scale
<http://www.unime.it/it/international/ects-e-diploma-supplement-0>

Moroccan Partner Universities adopt the Moroccan grading scale from 0 to 20 (the overall semester is passed if an average => 10 is obtained)

ECTS conversion scale is available

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 or city]	Contact details (email, phone)	Website for information
I MESSINA01	390906768533/8500	www.unime.it

	euprog@unime.it	
TETOUAN	El Kbiach Mohammed L'bachir m.elkbiach@gmail.com Naima MOUYOUH naima.mouyouh@gmail.com Tél.: +212539979316	http://uae.ma/portail/FR

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 or city]	Contact details (email, phone)	Website for information
I MESSINA01	390906768533/8500 euprog@unime.it	www.unime.it
TETOUAN	El Kbiach Mohammed L'bachir m.elkbiach@gmail.com Naima MOUYOUH naima.mouyouh@gmail.com Tél.: +212539979316	http://uae.ma/portail/FR

4. Housing

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

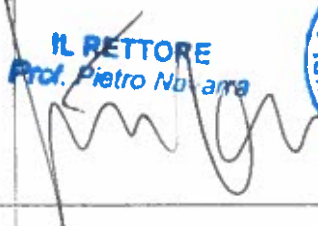

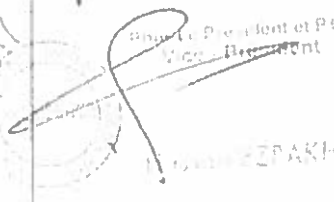

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
I MESSINA01	390906768533/8500 euprog@unime.it	www.unime.it



TETOUAN	El Kbiach Mohammed L'bachir m.elkbiach@gmail.com Naima MOUYOUH naima.mouyouh@gmail.com Tél.: +212539979316	http://uae.ma/portail/FR
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁸
I MESSINA 01	Prof. Pietro Navarra, Rector	27/03/2017	 IL RETTORE Prof. Pietro Navarra 
Tétouan	Mr, Hassan EZBAKHE Vice président, chargé des affaires académiques	23 MAR 2017	 Vice President et P.O. Vice-Président Hassan EZBAKHE 

⁸ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation



