

**Erasmus+ Programme**

**Multilateral Inter-Institutional Agreement**

**Based on CG SEN cooperation**

**Key Action 1   
Learning Mobility for Higher Education Students and Staff**

**among EU Member States and third countries associated to the Programme**

The institutions 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](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en) in all aspects related to the organisation and management of the mobility, including [automatic recognition](https://ec.europa.eu/education/node/36_me) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](https://ec.europa.eu/education/resources-and-tools/european-credit-transfer-and-accumulation-system-ects_en). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en).

**Grading systems of the institutions**

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](http://egracons.eu/) according to the descriptions in the [ECTS users’ guide](https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

**Validity period of the agreement**

|  |  |  |
| --- | --- | --- |
| Timeframe | Academic Year\* | Call Year\* |
| Start of validity | [2021/2022] | [2021] |
| End of validity | [2028/2029] | [2027] |

**A. Information about the members of the Coimbra Group Student Exchange Network “CG SEN”**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the institution**  **(and department, where relevant)** | **Erasmus code** | **Contact details**  **(email, phone)** | **Website**  **(eg. of the course catalogue)** |
| Karl-Franzens-Universität Graz | A GRAZ01 | Diana Afrashteh  [diana.afrashteh@uni-graz.at](mailto:diana.afrashteh@uni-graz.at)  +43 316 380 1247 | <https://international.uni-graz.at/en/incoming-exchange/exchange-students/> |
| Univerzita Karlova | CZ PRAHA07 |  |  |
| Friedrich-Schiller-Universität Jena | D JENA01 | Jana Blumenstein [jana.blumenstein@uni-jena.de](mailto:jana.blumenstein@uni-jena.de)  +49 3641 401511 | <https://www.uni-jena.de/international> |
| Ruprecht-Karls-Universität Heidelberg | D HEIDELB01 | Nicole Dorn [dorn@zuv.uni-heidelberg.de](mailto:dorn@zuv.uni-heidelberg.de)  +49 6221 5412730 | <https://www.uni-heidelberg.de/international/erasmus/> |
| Universität zu Köln | D KOLN01 | Christiane Biehl  [c.biehl@verw.uni-koeln.de](mailto:c.biehl@verw.uni-koeln.de)  +49 221 470 2769 | [www.uni-koeln.de/](http://www.uni-koeln.de/) |
| Julius-Maximilians-Universität Würzburg | D WURZBUR01 | Susanne Hermann [susanne.hermann@uni-wuerzburg.de](mailto:susanne.hermann@uni-wuerzburg.de)  +49 931 31 84903 | <https://www.uni-wuerzburg.de/international/studieren-in-wuerzburg/austauschstudium/> |
| Universidad de Granada | E GRANADA01 | Olga Nikolaeva, Wenceslao Martin [intloffice@ugr.es](mailto:intloffice@ugr.es)  +34 958 243013 | [http://internacional.ugr.es/pages/ movilidad/estudiantes/entrantes](http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes) |
| Universidad de Salamanca | E SALAMAN02 | María Teresa Hernández  [mthg@usal.es](mailto:mthg@usal.es)  +34 923 294426 | <http://rel-int.usal.es/en/> |
| Universitat de Barcelona | E BARCELO01 | Mònica González  [global.ub@ub.edu](mailto:Monica.gonzalez@ub.edu)  +34 93 403 53 80 | <http://www.ub.edu/uri/estudiantsNOUB/intercanvis/accep_a.htm#D> |
| Université de Poitiers | F POITIER01 | Helene De Chaigneau [helene.de.chaigneau@univ-poitiers.fr](mailto:helene.de.chaigneau@univ-poitiers.fr)  +33 5 49 45 30 49 | <http://www.univ-poitiers.fr/international/> |
| Eötvös Lorànd University | HU BUDAPES01 | Katalin Igaz-Öhler  [katalin.ohler@rk.elte.hu](mailto:katalin.ohler@rk.elte.hu)  +36 1 411 6500 | <https://www.elte.hu/en/incoming-mobility/who-can-apply> |
| Università degli studi di Padova | I PADOVA01 | Veronica Costa  [veronica.costa.1@unipd.it](mailto:veronica.costa.1@unipd.it)  +39 0498 273063 | <https://www.unipd.it/en/erasmus-study> |
| Università degli studi di Pavia | I PAVIA01 | Alessandra Varasi  [alessandra.varasi@unipv.it](mailto:alessandra.varasi@unipv.it)  +39 0382 98 4694 | <https://internazionale.unipv.eu/en/mobility/come-to-pavia/studying-in-pavia/> |
| Università degli studi di Siena | I SIENA01 | Tiziana Gatti  [tiziana.gatti@unisi.it](mailto:tiziana.gatti@unisi.it)  +39 0577 235199 | <https://en.unisi.it/international/international-exchange-students> |
| Trinity College Dublin | IRL DUBLIN01 | Ellen Carleton  [ellen.carleton@tcd.ie](mailto:ellen.carleton@tcd.ie)§  +35318962331 | <https://www.tcd.ie/study/study-abroad/inbound/index.php> |
| Vilnius University | LT VILNIUS01 | Simona Viziniene  [Simona.viziniene@cr.vu.lt](mailto:Simona.viziniene@cr.vu.lt)  +370 5 268 7048 | <https://www.vu.lt/en/studies/exchange-students> |
| Rijksuniversiteit Groningen | NL GRONING01 | Regine van Groningen  [r.j.van.groningen@rug.nl](mailto:r.j.van.groningen@rug.nl)  +31 5036 37231 | <https://www.rug.nl/education/exchange/> |
| Universidade de Coimbra | P COIMBRA01 | Teresa Silva  [mteresa@uc.pt](mailto:mteresa@uc.pt)  +351 239 857 003 | <http://www.uc.pt/en/driic> |
| Jagellonian University in Krakow | PL KRAKOW01 | Monika Rząca  [monika.rzaca@uj.edu.pl](mailto:monika.rzaca@uj.edu.pl)  +48-12 663-1515 | <https://erasmus.uj.edu.pl/en_GB/start> |
| Alexandru Ioan Cuza University of Iasi | RO IASI02 | Cerasela Pista  [cerasela.jufa@uaic.ro](mailto:cerasela.jufa@uaic.ro)  + 40 232 201113 | <http://www.uaic.ro/en/international/erasmus-programme/students/> |
| University of Turku | SF TURKU01 | Tarja Virta  [tarja.virta@utu.fi](mailto:tarja.virta@utu.fi)  +358 29 450 3159 | <https://www.utu.fi/en/study-at-utu/exchange-studies> |
| Åbo Akademi University | SF TURKU02 | Harriet Klåvus  [harriet.klavus@abo.fi](mailto:harriet.klavus@abo.fi)  +358 46 9216130 | <https://www.abo.fi/exchange> |
| Durham University | UK DURHAM01 | Simon Litchfield  [simon.litchfield@durham.ac.uk](mailto:simon.litchfield@durham.ac.uk)  +44 191 334 6331 | <https://www.durham.ac.uk/global-durham/global-opportunities/incoming-opportunities/> |
|  |  | **Non-programme partners:** |  |
| Université de Genève | CH GENEVE01 | Daniela Sauge  [daniela.sauge@unige.ch](mailto:daniela.sauge@unige.ch)  +41 22 379 9912 | <https://www.unige.ch/exchange/en/propos> |
|  |  |  |  |

### B. Mobility numbers per academic year decided annually by the Coimbra Group Student Exchange Network partners

The partners of the Coimbra Group Student Exchange Network “CG SEN” agree on mobility flows within the network annually. This agreement has no effect on other bilateral agreements between member institutions.

This agreement is a manifestation of commitments made the Coimbra Group Student Exchange Network “CG SEN” to facilitate mobility organised and approved between its members. It does not constitute new or additional commitments between the network members.

|  |  |  |  |
| --- | --- | --- | --- |
| **BETWEEN**  **Erasmus codes of the receiving institutions. Members of the Coimbra Group Student Exchange Network** | ***Subject area code***  **[ISCED]** | ***Subject area name*** | **Number of staff mobility periods** |
| Academic Staff Mobility  *Maximum number of academic staff that institution is willing to accept from the CG SEN partners (with Erasmus+ or the HEIs own funding as applicable for the sending partner)* |
| All partner institutions of the agreement. See section A. | All subject areas (with restrictions, see Fact sheet). | All subject areas at receiving institution. CG SEN member  institutions inform about restrictions for incoming exchange students in the CG SEN Fact sheet. | CG SEN member institutions inform annually the exchange places available in their institutions. Please see the CG SEN Fact sheet for more information. |

**Short-term blended mobility option for students**

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

**Sections’ C, D, E (except E4) and F information of the CG SEN multilateral agreement is in CG SEN institution’s Fact Sheet attachment.**

### 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** |
| Student Mobility for Studies [*Minimum recommended level: B1*] |
| Please see CG SEN institution’s Fact Sheet attachment. | | | | |

### D. Calendar

Nominations of incomings students must reach the receiving institution by:

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Autumn term**  **[month]** | **Spring term**  **[month]** |
| Please see CG SEN institution’s Fact Sheet attachment. | |  |

#### Applications of incoming students must reach the institution by:

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Autumn term**  **[month]** | **Spring term**  **[month]** |
| Please see CG SEN institution’s Fact Sheet attachment. | |  |

#### Application procedure for incoming students

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Contact details**  **[email, phone]** | **Website for information** |
| Please see CG SEN institution’s Fact Sheet attachment. | |  |

### E. Additional requirements

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Details** | **Website for information** |
| Please see CG SEN institution’s Fact Sheet attachment. | |  |

**Inclusion and accessibility**

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Available infrastructure adjusted for people with:** | **Description of infrastructure (optional)** | **Contact details**  **(email, phone)** | **Website for information** |
| Please see CG SEN institution’s Fact Sheet attachment. | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Available support services for people with:** | **Description of support services (optional)** | **Contact details**  **(email, phone)** | **Website for information** |
| Please see CG SEN institution’s Fact Sheet attachment. | | | | |

### F. Information

#### 1. 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** |
| Please see CG SEN institution’s Fact Sheet attachment. | | |  |

#### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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** |
| Please see CG SEN institution’s Fact Sheet attachment. | | |  |

#### 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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** |
| Please see CG SEN institution’s Fact Sheet attachment. | | |  |

#### 4. Additional information

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Contact details**  **(email, phone)** |  | **Website for information** |
| Please see CG SEN institution’s Fact Sheet attachment. | | |  |

#### 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.

#### 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 parties 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.

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**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution [Erasmus code]** | **Name, function** | **Date** | **Signature** |
| Please see attached the Endorsement Letter signed by legal representative of the institution. | | | |