

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

**Inter-institutional<sup>1</sup> agreement 2018-2020<sup>2</sup>**  
**between institutions from**  
**Programme and Partner Countries<sup>3</sup>**

**[Minimum requirements]<sup>4</sup>**

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 <sup>5</sup>	Contact details <sup>6</sup> (email, phone)	Website (eg. of the course catalogue)
Universidad de Córdoba (UCO), Spain	ECORDOBA01	Enriqueta Moyano Cañete General Director of Internationalisation and Mobility Programmes <a href="mailto:direccion_oi@uco.es">direccion_oi@uco.es</a> Tel: +34 95721 2552 /2047 Fax: +34 95721 2583	<a href="http://www.uco.es/inter_nacional/extranjeros/nuestroscursos/index_en.html">http://www.uco.es/inter_nacional/extranjeros/nuestroscursos/index_en.html</a>

<sup>1</sup> 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+.

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> 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.

<sup>4</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>5</sup> 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.

<sup>6</sup> Contact details to reach the senior officer in charge of this agreement.

Gorgan University of Agricultural Sciences and Natural Resources (GUASNR), Islamic Republic of Iran	GORGAN	Farhad Khormali Director of the International Office <a href="mailto:fkhormali@gau.ac.ir">fkhormali@gau.ac.ir</a> <a href="mailto:international@gau.ac.ir">international@gau.ac.ir</a> Tel: +981732242438 Fax: +981732225989	<a href="http://www.gau.ac.ir">www.gau.ac.ir</a>
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### B. Mobility numbers<sup>7</sup> per academic year

The present agreement will be valid for academic years 2018/2019 and 2019/2020. Therefore, just the average duration of mobility periods are given below and exact type and number of mobilities available will be communicated every year according to funding results.

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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
ECORDOBA 01	GORGAN	0810	Agriculture, not further defined	1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup>	5 months (average)	3 months (average)
GORGAN	ECORDOBA 01	0810	Agriculture, not further defined	1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup>	5 months (average)	3 months (average)

[\*Optional: subject area code & name and study cycle are optional.]

FROM [Erasmus	TO [Erasmus	Subject	Subject area name	Number of staff mobility periods
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<sup>7</sup> 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>

code of the sending institution]	code of the receiving institution]	area code * * [ISCE D]	*	Staff Mobility for Teaching	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
ECORDOBA 01	GORGAN	0810	Agriculture, not further defined	5 days	-
GORGAN	ECORDOBA 01	0810	Agriculture, not further defined	5 days	5 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 [Erasmus code or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>B</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
ECORDOBA01		Spanish	English	B1	B2
GORGAN			English	B1	B2

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

### D. Respect of fundamental principles and other mobility requirements

The higher education institution 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](https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en)

<sup>B</sup> 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>



The higher education institution 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

*Other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; any split of organisational support funds among the partners; measures for preparing, receiving and integrating mobile students and/or staff including cultural preparation before mobility; the recognition tools used.*

Selection criteria for students and staff:

Academic merit and language skills should be considered within criteria used for the selection of students and staff participants.

Language and cultural preparation before mobility:

**E CORDOBA01:** <https://www.uco.es/idiomas/cursos/language-and-culture-course-erasmus-programme/>

**GUASNR, GORGAN:**

*Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities:*

**E CORDOBA01:** Servicio de atención a la diversidad <http://www.uco.es/servicios/sad/>

**GUASNR, GORGAN:**

#### F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
ECORDOBA01	31 May	30 November

GORGAN	31 May	15 September*
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[\* to be adapted in case of a trimester system]

- The receiving Institution will send its decision within a maximum of 6 weeks.
- 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

*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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "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

**ECORDOBA01:** Student performances are graded individually and not on a statistical basis. In general, the University of Córdoba uses the grading system charter below.

	Fail	Pass	Satisfactory	Good	Very Good	Excellent
<b>ECTS Grade</b>	F or FX	E	D	C	B	A
<b>Marks in a scale of 10</b>	0,0 a 4,9	5,0 a 5,9	6,0 a 6,9	7,0 a 7,9	8 a 8,9	9,0 a 10
<b>Spanish correspondence</b>	Suspense	Aprobado		Notable		Sobresaliente o Matrícula de Honor

[http://www.uco.es/Internacional/extranjeros/erasmus/guiasects\\_en.html](http://www.uco.es/Internacional/extranjeros/erasmus/guiasects_en.html)

Gorgan University of Agricultural Sciences and Natural resources

Grade	Meaning
Scale of 20	
18-20	Excellent
16-17,9	Very good
14-15,9	good
10,1-13,9	Satisfactory
10	Almost satisfactory
0-9,9	Failed



## **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:

<b>Institution</b> [Erasmus code or city]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
ECORDOBA01	erasmus.partnercountries@uco.es	<a href="http://www.uco.es/internacional/extranjeros/visados/tramitacionvisados_en.html">http://www.uco.es/internacional/extranjeros/visados/tramitacionvisados_en.html</a>
GORGAN	<a href="mailto:international@gau.ac.ir">international@gau.ac.ir</a> elmahini1391@gmail.com	<a href="http://www.gau.ac.ir">www.gau.ac.ir</a>

## **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:

<b>Institution</b> [Erasmus code or city]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
ECORDOBA01	erasmus.partnercountries@uco.es +34 957 212047	<a href="http://www.uco.es/servicios/sega/informaciongeneral/segu-comple">http://www.uco.es/servicios/sega/informaciongeneral/segu-comple</a>
GORGAN	<a href="mailto:international@gau.ac.ir">international@gau.ac.ir</a> elmahini1391@gmail.com	<a href="http://www.gau.ac.ir">www.gau.ac.ir</a>



## **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
ECORDOBA01	<a href="mailto:erasmus.partnercountries@uco.es">erasmus.partnercountries@uco.es</a> And International buddies at UCO Faculties/Schools	<a href="http://www.uco.es/servicios/alojamiento/">http://www.uco.es/servicios/alojamiento/</a>
GORGAN	<a href="mailto:international@gau.ac.ir">international@gau.ac.ir</a> E <a href="mailto:elmahini1391@gmail.com">elmahini1391@gmail.com</a>	<a href="http://www.gau.ac.ir">www.gau.ac.ir</a>

#### H. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>9</sup>
ECORDOBA01	Enriqueta Moyano Cafete General Director of Internationalisation and Mobility Programmes University of Córdoba	14 MAYO 2019	
GORGAN	Dr Ali Najafinejad President		

<sup>9</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation