



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2016-2021 between programme countries

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 <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
Paris Lodron Universität Salzburg  (University of Salzburg)	A SALZBUR01	<b>Institutional Coordinator:</b> International Office Sigmund Haffner Gasse 18 5020 Salzburg Austria  <b>Bilateral Agreements and Outgoing Students:</b> Mag. Irina VELIZ, Tel.: +43 662 8044-2045, <a href="mailto:erasmus-outgoing@sbg.ac.at">erasmus-outgoing@sbg.ac.at</a>  <b>Incoming Students and Staff Mobility:</b> Dipl. Geogr. Petra HÖPFNER, Tel.: +43 662 8044-2044 <a href="mailto:erasmus-">erasmus-</a>	<a href="http://www.uni-salzburg.at">www.uni-salzburg.at</a>  Course Catalogue: <a href="https://online.uni-salzburg.at/plus_online/webnav.ini">https://online.uni-salzburg.at/plus_online/webnav.ini</a>  Information for Incoming students: <a href="http://www.uni-salzburg.at/index.php?id=45349&amp;L=1">http://www.uni-salzburg.at/index.php?id=45349&amp;L=1</a> (English)  <a href="http://www.uni-salzburg.at/index.php?id=45349&amp;L=0">http://www.uni-salzburg.at/index.php?id=45349&amp;L=0</a> (Deutsch)

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.



		<a href="mailto:incoming@sbq.ac.at">incoming@sbq.ac.at</a>  <b>Departmental Coordinator:</b> Dr. Eberhard RAITHELHUBER ( <a href="mailto:eberhard.raithelhuber@sbq.ac.at">eberhard.raithelhuber@sbq.ac.at</a> ), Assistant Professor, Department of Educational Science, Erzabt-Klotz-Str. 1, A-5020 Salzburg	
University of Hildesheim	D HILDESH01	<b>Institutional Coordinator:</b> Dr. Marit Breede International Office Universität Hildesheim Universitätsplatz 1 D-31141 Hildesheim  Tel.: 0049 5121 883 92002 Fax: 0049 5121 883 92003 <a href="mailto:breede@uni-hildesheim.de">breede@uni-hildesheim.de</a>  <b>Departmental Coordinator:</b> Miriam Sitter; Alice Altissimo Universität Hildesheim Universitätsplatz 1 D-31141 Hildesheim  Tel.: 0049 5121 883 - 11780 or -11764 <a href="mailto:Miriam.Sitter@uni-hildesheim.de">Miriam.Sitter@uni-hildesheim.de</a> <a href="mailto:Alice.Altissimo@uni-hildesheim.de">Alice.Altissimo@uni-hildesheim.de</a>	<a href="http://www.uni-hildesheim.de">www.uni-hildesheim.de</a>  <a href="http://www.uni-hildesheim.de/en/io/incomings/">http://www.uni-hildesheim.de/en/io/incomings/</a>  <a href="http://www.uni-hildesheim.de/media/aaa/PDF/BRO_ECTS_en.pdf">http://www.uni-hildesheim.de/media/aaa/PDF/BRO_ECTS_en.pdf</a>  <a href="https://lsf.uni-hildesheim.de/qisserver/redirects;jsessionId=6B3AD7A19DF98B3E6D6277D8D6BFED59?state=wtree&amp;search=1&amp;trex=step&amp;root120151=3892 3996 3839&amp;P.vx=kurz">https://lsf.uni-hildesheim.de/qisserver/redirects;jsessionId=6B3AD7A19DF98B3E6D6277D8D6BFED59?state=wtree&amp;search=1&amp;trex=step&amp;root120151=3892 3996 3839&amp;P.vx=kurz</a>



## B. Mobility numbers<sup>3</sup> per academic year

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

FROM [Erasmus code of the sending institution]	TO [Erasmus code 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  Student Mobility for Traineeships *  [total number of months of the study periods or average duration*]	
A SALZBUR01	D HILDESH01	0111	Education Science	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	4* 6 months = 24 months	
D HILDESH01	A SALZBUR01	0923	Social Work	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	4* 6 months = 24 months	12 months

[\*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.]

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  Staff Mobility for Training *  [total number of days of teaching periods or average duration*]	
A SALZBUR01	D HILDESH01	0111	Education	1 (min. 8 hours)	1 (min. 2 days)
D HILDESH01	A SALZBUR01	0923	Social Work	1 (min. 8 hours)	1 (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:

<sup>3</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>)



Receiving institution	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>4</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
A SALZBUR01		German	English	B 2	B 2
D HILDESH01		German	English	German: min. B 1 and/or English: min. B 2	German: min. B 1 and/or English: min. B 2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

A SALZBUR01: No language certificate required.

#### D. Additional requirements

A SALZBUR01: <http://uni-salzburg.at/index.php?id=23802&MP=23802-45350>.

D HILDESH01: No additional requirements at the University of Hildesheim.

Please note: The University of Hildesheim has no medical center.

#### Disabilities:

A SALZBUR01: The University of Salzburg welcomes students with disabilities. More information: <http://www.uni-salzburg.at/index.php?id=105&MP=105-45424>

D HILDESH01: The University of Hildesheim welcomes students with disabilities. More information <http://www.uni-hildesheim.de/studiumundlehre/beratung-information/handicampus/>

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
A SALZBUR01	June 30th	November 30th
D HILDESH01	Nomination: 1.6. Online application: 15.6.	Nomination: 1.12. Online Application: 15.12.

<sup>4</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>



2. The receiving institution will send its decision within 4 weeks after the application deadline.
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.

A SALZBURG01: A Transcript of Records will be provided through the intranet platform, PLUSonline. Each student can print out the transcript of records personally.

4. Termination of the Agreement. Notice about a unilateral termination of the agreement should be given at least one academic year ahead. 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**

Austrian grading scheme	Definition
1	EXCELLENT: Outstanding performance
2	GOOD: Generally good, but with some errors
3	SATISFACTORY: Generally sound work with a number of substantial errors
4	SUFFICIENT: Performance meets the minimum criteria
successfully completed	Positive performance, where a strict differentiation is not adequate
5	UNSATISFACTORY: Substantial improvement necessary; requirement of further work
not completed	Negative performance, where a strict differentiation is not adequate



<http://www.uni-hildesheim.de/media/aaa/PDF/ECTS.pdf>

German grading scheme	Definition
1,0	A, EXCELLENT
1,3	-
1,7	B, VERY GOOD
2,0	-
2,3	C, GOOD
2,7	-
3,0	D, SATISFACTORY
3,3	-
3,7	E, SUFFICIENT
4,0	-
successfully completed	Positive performance, where a strict differentiation is not adequate
4,7	FX INSUFFICIENT
5,0	F
not completed	Negative performance, where a strict differentiation is not adequate

## 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
A SALZBUR01	<a href="mailto:Erasmus-incoming@sbq.ac.at">Erasmus-incoming@sbq.ac.at</a> Tel: +43-662-8044-2044	<a href="http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/">http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/</a>
D HILDESH01	Steffi Albrecht <a href="mailto:Steffi.albrecht@uni-hildesheim.de">Steffi.albrecht@uni-hildesheim.de</a> Tel.: 0049 5121 883 92010	<a href="http://www.auswaertiges-amt.de/sid_FCE42D0ABCD78CFE4521C4E474DFD664/EN/EinreiseUndAufenthalt/Visabestimmungen_nod_e.html">http://www.auswaertiges-amt.de/sid_FCE42D0ABCD78CFE4521C4E474DFD664/EN/EinreiseUndAufenthalt/Visabestimmungen_nod_e.html</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
A SALZBUR01	<a href="mailto:Erasmus-incoming@sbg.ac.at">Erasmus-incoming@sbg.ac.at</a>  Tel: +43-662-8044-2044	<a href="http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/">http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/</a>  <a href="http://www.uni-salzburg.at/index.php?id=23802&amp;L=1&amp;MP=23802-45350">http://www.uni-salzburg.at/index.php?id=23802&amp;L=1&amp;MP=23802-45350</a>
D HILDESH01	Ulrike Bädecker-Zimmermann  <a href="mailto:baezi@uni-hildesheim.de">baezi@uni-hildesheim.de</a>  Tel.: 0049 5121 883 92006	<a href="http://www.uni-hildesheim.de/en/io/incomings/information-for-international-exchange-students/general-information/32-the-introductory-week/#c5133">http://www.uni-hildesheim.de/en/io/incomings/information-for-international-exchange-students/general-information/32-the-introductory-week/#c5133</a>

### 4. Housing


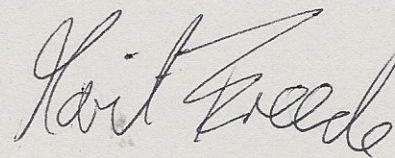
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
A SALZBUR01	<a href="mailto:Erasmus-incoming@sbg.ac.at">Erasmus-incoming@sbg.ac.at</a>  Tel: +43-662-8044-2044	<a href="http://www.uni-salzburg.at/index.php?id=23788&amp;MP=23788-45355">http://www.uni-salzburg.at/index.php?id=23788&amp;MP=23788-45355</a>  <a href="http://www.housing.oead.at/index_e.asp">http://www.housing.oead.at/index_e.asp</a>
D HILDESH01	Bettina Kroppach  <a href="mailto:aaoffice@uni-hildesheim.de">aaoffice@uni-hildesheim.de</a>  0049 5121 883 92008	<a href="http://www.uni-hildesheim.de/en/io/incomings/information-for-international-exchange-students/general-information/22-where-to-stay-in-hildesheim/">http://www.uni-hildesheim.de/en/io/incomings/information-for-international-exchange-students/general-information/22-where-to-stay-in-hildesheim/</a>



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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
A SALZBUR01	Prof. Sylvia Hahn Vice Rector International Relations	2.2.2016	 p.p. Irina Veliz, Institutional Coord.
D HILDESH01	Dr. Marit Breede Institutional Coordinator	3.2.16	

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<sup>5</sup>Scanned signatures are accepted