



# Erasmus+ Programme

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

## **Inter-institutional agreement 2016-2021** **between programme countries**

### **[Minimum requirements]**

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**

<b>Name of the institution (and department, where relevant)</b>	<b>Erasmus code</b>	<b>Contact details (email, phone)</b>	<b>Website (eg. of the course catalogue)</b>
UNIVERSIDAD LOYOLA ANDALUCÍA	E CORDOBA23	<u>Institutional Coordinator:</u> Fco. de Borja Martín Garrido Tel.: +34.957.22.21.27 Fax: +34.957.22.21.82 E-mail: <a href="mailto:bmartin@uloyola.es">bmartin@uloyola.es</a>  <u>Assistant Director IRO:</u> Mayte Lara de Haro Tel.: +34 955 641 600 (Ext. 539) E-mail: <a href="mailto:mlara@uloyola.es">mlara@uloyola.es</a>	<a href="https://www.uloyola.es/servicio-relaciones-internacionales/estudiantes-internacionales">https://www.uloyola.es/servicio-relaciones-internacionales/estudiantes-internacionales</a>
University of Würzburg	D WURZBUR01	<u>Academic Contact Psychology:</u> PD Dr. Wolfgang LENHARD Department of Psychology Röntgenring 10, 97070 Würzburg, Germany Tel: +49 931 31-89791 Fax: +49 931 31 82733 E-mail: <a href="mailto:wolfgang.lenhard@uni-wuerzburg.de">wolfgang.lenhard@uni-wuerzburg.de</a>	General University Page: <a href="http://uni-wuerzburg.de">Uni-wuerzburg.de</a>  For exchange Students: <a href="http://International.uni-wuerzburg.de">International.uni-wuerzburg.de</a>  Course Catalogue:

	<p><b>Academic coordinator Political Science and Sociology:</b>  AR Dr. Thomas LEUERER – Institut für Politikwissenschaft und Soziologie, Wittelsbacherplatz 1, 97074 Würzburg  Tel: +49 931 31 84892  Fax: +49 931 31 84893  E-mail: thomas.leuerer@uni-wuerzburg.de</p> <p><b>Institutional Coordinator:</b>  Mr. Florian EVENBYE  International Office, Sanderring 2, 97070 Würzburg, Germany;  Tel. +49 931 318 4053,  Fax +49 931 318 2603;  E-mail: international@uni-wuerzburg</p>	uni-wuerzburg.de/fuer/studierende/vorlesungsverzeichnis
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## B. Mobility numbers<sup>1</sup> per 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	[total number of months of the study periods or average duration*]
E CORDOBA23	D WURZBUR01	0313	Psychology	1 <sup>st</sup>	2	20 months
		0312	Political Sciences	1 <sup>st</sup>	2	20 months
D WURZBUR01	E CORDOBA23	0313	Psychology	1 <sup>st</sup>	2	20 months
		0312	Political Sciences	1 <sup>st</sup>	2	20 months

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 *]
E CORDOBA23	D WURZBUR01	0313	Psychology	Min 2 days	
		0312	Political Sciences	Min 2 days	
D WURZBUR01	E CORDOBA23	0313	Psychology	Min 2 days	
		0312	Political Sciences	Min 2 days	

1 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>)

### 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 <sup>2</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E CORDOBA23		Spanish	English	B1	B2
D WURZBUR01	German	English	If ECTS-Points are needed a minimum of B1 is recommended.  No certificate required for admission	German OR English: B2 recommended.	D WURZBUR01

### D. Additional requirements

**E CORDOBA23:** No additional requirements

#### University of Würzburg:

Preparatory classes are offered in many fields of study before the terms starts. Exchange students are welcome and participation is recommended.

A tutor program is offered for all international students for having a better start with all practical issues like opening a bank account, registrations procedures etc. ;

[international.uni-wuerzburg.de/en/studium\\_in\\_wuerzburg/tutoren](http://international.uni-wuerzburg.de/en/studium_in_wuerzburg/tutoren)

Language courses: International students with knowledge of B2 German or less are asked to participate in the intensive courses before their studies in Würzburg start. The courses are free of charge and are offered four weeks in September and March.

The University of Würzburg welcomes students and staff with disabilities and provides an information and assistance center. Learn more at [www.behindertenbeauftragter.uni-wuerzburg.de/kis/](http://www.behindertenbeauftragter.uni-wuerzburg.de/kis/), Contact person: Mrs Sandra Ohlenforst, Universität Würzburg, KIS, Am Hubland, 97070 Würzburg. Tel.: 0931/31-84052, Email: [kis@uni-wuerzburg.de](mailto:kis@uni-wuerzburg.de)

### E. Calendar

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

<sup>2</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>

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E CORDOBA23	June 30 <sup>th</sup>	November 14 <sup>th</sup>
D WURZBUR01	15 <sup>th</sup> June, later nominations can be accepted	15 <sup>th</sup> January, later nominations can be accepted

[\* to be adapted in case of a trimester system]

- The receiving institutions will send their decisions within 6-8 weeks after deadline.
- A transcript of records will be issued by the receiving institution no later than 5-8 weeks after the assessment period has finished at the receiving HEI.
- Termination of this 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 party 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.

## F. Information

### 1. Grading systems of the institutions

**E CORDOBA23:** a student's performance is graded on a scale from 0 to 10, being 10 the best grade. The pass grade is 5. Moreover, equivalences on ECTS grades are also indicated on the transcripts of records.

#### **University of Würzburg:**

Student performances are graded individually and not on a statistical basis. In general, the University of Würzburg uses the grading system charted below. Alternatively, departments may evaluate student performance by using the "pass" / "fail" distinction. For details please visit our webpage [www.uni-wuerzburg.de/fileadmin/32020000/Ordnungen/ASPO-20110711-aes2-Netz-kon.pdf](http://www.uni-wuerzburg.de/fileadmin/32020000/Ordnungen/ASPO-20110711-aes2-Netz-kon.pdf) Please note that the faculty of law uses a 1-18 grade system in case students want to take courses at that faculty.

<b>Würzburg Grade</b>	<b>ECTS Grade</b>
<b>1,0-1,5</b>	<b>A</b> "excellent"
<b>1,6-2,0</b>	<b>B</b> "very good"
<b>2,1-3,0</b>	<b>C</b> "good"
<b>3,1-3,5</b>	<b>D</b> "satisfactory"
<b>3,6-4,0</b>	<b>E</b> "sufficient"
<b>4,1-5,0</b>	<b>F</b> "failed"

Please note that the faculty of law uses a 1-18 grade system in case students want to take courses at that faculty.

ECTS grades:		
A	excellent - outstanding performance with only minor errors	12 - 18 Punkte
B	very good - above the average standard but with some errors	9 - 11 Punkte
C	good - generally sound work with a number of notable errors	7 und 8 Punkte
D	satisfactory - fair but with significant shortcomings	5 und 6 Punkte

E	sufficient - performance meets the minimum criteria	4 Punkte
FX	fail -some more work required before the credit can be awarded	1 - 3 Punkte
F	fail: considerable further work is required	0 Punkte

## 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
E CORDOBA23	Ms. Alejandra de Miguel <a href="mailto:amiguel@uloyola.es">amiguel@uloyola.es</a> T: +34 957 222 188	<a href="https://www.uloyola.es/servicio-relaciones-internacionales/visado">https://www.uloyola.es/servicio-relaciones-internacionales/visado</a>
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT – Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> – Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE – Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> – Tel.: +49 931 318 8604	International.uni-wuerzburg.de

## 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
E CORDOBA23	Ms. Alejandra de Miguel <a href="mailto:amiguel@uloyola.es">amiguel@uloyola.es</a> T: +34 957 222 188	<a href="https://www.uloyola.es/servicio-relaciones-internacionales/estudiantes-internacionales">https://www.uloyola.es/servicio-relaciones-internacionales/estudiantes-internacionales</a>
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT – Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> – Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE – Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> – Tel.: +49 931 318 8604	International.uni-wuerzburg.de

#### 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
E CORDOBA23	Ms. Alejandra de Miguel <a href="mailto:amiquel@uloyola.es">amiquel@uloyola.es</a> T: +34 957 222 188	<a href="https://www.uloyola.es/servicio-relaciones-internacionales/alojamiento-para-estudiantes">https://www.uloyola.es/servicio-relaciones-internacionales/alojamiento-para-estudiantes</a>
D WURZBUR01	Incoming students family names A-L: Ms. Nicole SCHMITT – Email: <a href="mailto:nicole.schmitt@uni-wuerzburg.de">nicole.schmitt@uni-wuerzburg.de</a> – Tel.: +49 931 318 2804  Incoming students family names M-Z: Ms. Angela FENSKE – Email: <a href="mailto:angela.fenske@uni-wuerzburg.de">angela.fenske@uni-wuerzburg.de</a> – Tel.: +49 931 318 8604	International.uni-wuerzburg.de

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
E CORDOBA23	Mr. Francisco de Borja Martín Garrido Director of International Office	16.12.2015	
<b>D</b> <b>WURZBUR01</b>	<b>Institutional Coordinator:</b> Mr. Florian EVENBYE International Office, Sanderring 2, 97070 Würzburg, Germany; Tel. +49 931 318 4053, Fax +49 931 318 2603; E-mail: international@uni-wuerzburg.de	15.12.2015	

<sup>3</sup> Scanned signatures are accepted