



Erasmus+ Programme

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

Inter-institutional agreement 2015-2021 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 (email, phone) | Website (eg. of the course catalogue) |
|---|--------------|--|---|
| University of Tartu/Tartu Ülikool | EE TARTU02 | Institutional Coordinator: Jaanika Haljasmäe International Student Service, Ülikooli 18, 50090 Tartu, Estonia; erasmus@ut.ee +3727375151 Departmental Coordinator: Marju Tammiste tel: +372 7375 902 Specialist for Academic Affairs e-mail: marju.tammiste@ut.ee Institute of Psychology Näituse 2, Tartu 50409, Estonia | http://www.ut.ee/en/prospective-students/exchange-students |
| University of Würzburg | D WURZBUR01 | Academic Contact: PD Dr. Wolfgang LENHARD Department of Psychology Wittelsbacherplatz 1, 97074 Würzburg, Germany Tel: +49 931 31-89791 Fax: +49 931 31 82733 E-mail: wolfgang.lenhard@uni-wuerzburg.de | General University Page: Uni-wuerzburg.de For exchange Students: International.uni-wuerzburg.de Course Catalogue: |

| | | | |
|--|--|---|--|
| | | Institutional Coordinator: 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 | https://www-sbhome1.zv.uni-wuerzburg.de/ Information of the Department of Psychology: http://www.i4.psychologie.uni-wuerzburg.de/erasmus/incoming_students/ |
|--|--|---|--|

B. Mobility numbers per 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 November 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 st , 2 nd or 3 rd] * | Number of student mobility periods | |
|---|---|--------------------------------|---------------------|--|---|-------------------------------------|
| | | | | | Student Mobility for Studies <i>[total number of months of the study periods or average duration*]</i> | Student Mobility for Traineeships * |
| EE TARTU02 | D WURZBUR01 | 0313 | Psychology | 1 st , 2 nd , 3 rd | 4x5months (=20 total) | No/only by individual agreement |
| | | | | | | |
| D WURZBUR01 | EE TARTU02 | 0313 | Psychology | 1 st , 2 nd , 3 rd | 2x10 months (=20 total) | |
| | | | | | | |

| 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 <i>[total number of days of teaching periods or average duration*]</i> | Staff Mobility for Training * |
| EE TARTU02 | D WURZBUR01 | 0313 | Psychology | Min 2 days | Min 2 days |
| | | | | | |
| D | EE TARTU02 | 0313 | Psychology | Min 2 days | Min 2 days |

| | | | | | |
|-----------|--|--|--|--|--|
| WURZBUR01 | | | | | |
|-----------|--|--|--|--|--|

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] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| D WURZBUR01 | 0313 | German | English | If ECTS-Points are needed, a minimum of B1 is recommended. No certificate required for admission | German OR English: B2 recommended. |
| EE TARTU02 | 0313 | English | | B2 | B2 |

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

D. 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

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.behindertenebeauftragter.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

UT incoming students

UT incoming students are expected to participate in the orientation course prior beginning of

the respective semester. More information about the course content can be found at: <http://www.ut.ee/en/orientation-course-international-students>.

Students need to register for the regular courses within the first two weeks of the semester. Course registration is better described at: <http://www.ut.ee/en/organisation-study>. Exchange students are required to complete at least **15 ECTS per semester**. Non-EU citizens, who need to apply for a temporary residence permit to study in Estonia, need to complete at least 22.5 ECTS per semester.

UT students and staff with disabilities

UT's infrastructure for people with disabilities is described at <http://www.ut.ee/en/studies/practical/students-with-special-needs>. However, it is of utmost importance that prior hosting students and staff with disabilities, UT personnel in charge would be well informed of all the relevant necessities.

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|--|--|---|
| D WURZBUR01 | 15 th June, later nominations can be accepted | 15 th January, later nominations can be accepted |
| EE TARTU02 | May 1 – non EU citizens June 1 – EU citizens | November 1 – all applicants |

2. **University of Würzburg:** After having received the paper application (printed online application) the letter of admission will be send within a max. of six weeks.

University of Tartu: The receiving institution will send its decision within **[EE TARTU02: 4]** weeks.

3. 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. 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 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

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

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

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

EE TARTU02: <http://www.ut.ee/en/studies/study-regulations/credits>

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 |
|--------------------------------------|---|---|
| D WURZBUR01 | Incoming students family names A-L: Ms. Nicole SCHMITT – Email: nicole.schmitt@uni-wuerzburg.de – Tel.: +49 931 318 2804 Incoming students family names M-Z: Ms. Angela FENSKE – Email: angela.fenske@uni-wuerzburg.de – Tel.: +49 931 318 8604 | International.uni-wuerzburg.de |
| EE TARTU02 | erasmusin@ut.ee | http://www.ut.ee/en/prospective-students/residence-permits |

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 |
|-------------------------------|---|---|
| D WURZBUR01 | Incoming students family names A-L: Ms. Nicole SCHMITT – Email: nicole.schmitt@uni-wuerzburg.de – Tel.: +49 931 318 2804 Incoming students family names M-Z: Ms. Angela FENSKE – Email: angela.fenske@uni-wuerzburg.de – Tel.: +49 931 318 8604 | International.uni-wuerzburg.de |
| EE TARTU02 | erasmusin@ut.ee | http://www.ut.ee/en/prospective-students/health-insurance |


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 |
|-------------------------------|---|--|
| D WURZBUR01 | Incoming students family names A-L: Ms. Nicole SCHMITT – Email: nicole.schmitt@uni-wuerzburg.de – Tel.: +49 931 318 2804 Incoming students family names M-Z: Ms. Angela FENSKE – Email: angela.fenske@uni-wuerzburg.de – Tel.: +49 931 318 8604 | International.uni-wuerzburg.de Please apply for housing as soon as possible. Housing in a student residence is guaranteed until 15 th June for winter term and 15 th January for summer term. Students should apply without waiting for the acceptance letter of the University |
| EE TARTU02 | erasmusin@ut.ee | http://www.ut.ee/en/admissions/accommodation |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ¹ |
|-------------------------------|---|-----------------|---|
| D WURZBUR01 | Institutional Coordinator: 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 | July 6, 2015 |  |
| EE TARTU02 | Prof. Jaanus Harro, Dean of the Faculty of Social Sciences and Education | | |

¹ Scanned signatures are accepted