

03.2

INTER-INSTITUTIONAL AGREEMENT – PROGRAMME COUNTRIES



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Erasmus+ Programme

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

Inter-institutional agreement 2014-20 between institutions from 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 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 the higher education institutions

Full name of the institution / country	Erasmus code or city	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Cardiff Metropolitan University	UK CARDIFF 05	Rowena Walters Erasmus Officer	erasmus@cardiffmet.ac.uk	http://www.cardiffmet.ac.uk/Pages/home.aspx



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B. Mobility numbers per academic year

FROM Erasmus code sending institution	TO Erasmus code receiving institution	Subject area code * [ISCED 2013]	Subject area name *	Study cycle [short cycle, 1 st or 2 nd *]	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships*
UK CARDIFF 05						
	UK CARDIFF 05					

FROM Erasmus code sending institution	TO Erasmus code receiving institution	Subject area code * [ISCED 2013]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
UK CARDIFF 05					
	UK CARDIFF 05				



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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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
UK CARDIFF 05		English		B1	B2

F. Calendar

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

Receiving institution	Autumn term* Term 1	Spring term* Term 2
UK CARDIFF 05	May	October

2. A Transcript of Records will be issued by Cardiff Met no later than 5 weeks after the assessment period has finished at the receiving HEI.



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G. Information

1. Visa

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

Institution [Erasmus code or city]	Contact details (e-mail, phone)	Website for information
UK CARDIFF 05	Teresa Kedward tkedward@cardiffmet.ac.uk	http://www.cardiffmet.ac.uk/international/Pages/default.aspx

2. Insurance

Cardiff Met 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 or city]	Contact details (e-mail, phone)	Website for information
UK CARDIFF 05	erasmus@cardiffmet.ac.uk	http://www.cardiffmet.ac.uk/international/Pages/default.aspx

3. Accommodation

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

Institution Erasmus code	Contact details (e-mail, phone)	Website for information
UK CARDIFF 05	accomm@cardiffmet.ac.uk	http://www.cardiffmet.ac.uk/accommodation/Pages/default.aspx



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SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution code or name	Name, function	Date	Signature
UK CARDIFF 05 Cardiff Metropolitan University	Name : Jacqui Hare Function : Deputy Vice-Chancellor and Director of Student Experience		



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