



Erasmus+ Programme

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

Inter-institutional¹ agreement 2016-2017 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 ² (email, phone)	Website (eg. of the course catalogue)
Universitaet Salzburg (University of Salzburg)	A Salzbur01	Institutional Coordinators: Incoming: Dipl. Geogr. Petra HÖPFNER, Tel.: +43 662 8044-2044 erasmus-incoming@sbg.ac.at ; petra.hoepfner@sbg.ac.at Outgoing: Mag. Irina VELIZ, Tel.: +43 662 8044-2045, erasmus-outgoing@sbg.ac.at ; irina.veliz-delgado@sbg.ac.at	www.uni-salzburg.at Course Catalogue: https://online.uni-salzburg.at/plus_online/webnav.ini Information for Incoming students: http://www.uni-salzburg.at/index.php?id=45349&L=1 (English) http://www.uni-salzburg.at/index.php?id=45349&L=0 (Deutsch)

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

		<p>Departmental Coordinator: Dr. Eberhard RAITHELHUBER (eberhard.raithelhuber@sbg.ac.at), Assistant Professor, Department of Educational Science, Erzabt-Klotz-Str. 1, A-5020 Salzburg</p>	
University of Luxemburg	LUXLUX-VILO1	<p>Institutional Coordinator: Hélène Brinster-de Vault, SEVE Mobilité Campus Belval, Avenue de l'Université 2, L-4365 Esch-sur-Alzette Tel : +352 46 66 44 - 6309; Email : helene.devaulx@uni.lu</p> <p><u>Contact Details for Student Mobility:</u> Incoming: Marie-Anne HEYER; Tel : +352 46 66 44-6682; Email: incoming@uni.lu</p> <p>Outgoing: Antonella CAMPANELLA/ /Emilie DEMUTH; Tel : +352 46 66 44 - 6664/-6690; Email: seve.mobility@uni.lu</p> <p>Departmental Coordinator: Carole BIVER Carole.biver@uni.lu +352 46 44 66 9721</p>	<p>www.uni.lu</p> <p>Information for Incoming students and course catalogue: http://uni.lu/etudiants/mobilite/incoming_exchange_students</p> <p>www.uni.lu http://wwwde.uni.lu/studiengaenge/flshase/bachelor_in_sozial_und_erziehungswissenschaften</p>

B. Mobility numbers³ 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 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
A Salzbur01	LUXLUX-VIL01	0923	Social Work	1st	5 x 5 months	/
LUXLUX-VIL01	A Salzbur01	0111	Education	1st	5 x 5 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 [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
A Salzbur01	LUXLUX-VIL01	0111	Education	2 x 8h	Only by individual agreement
LUXLUX-VIL01	A Salzbur01	0923	Social Work	2 x 8h	Only by individual agreement

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:

³ 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 ⁴	
				Student Mobility for Studies	Staff Mobility for Teaching
A Salzbur01	0923	German	English	B 2	B 2
LUXLUX-VIL01	0923	German	French	min. B2*	min. B1*

*Most of our study programs are bilingual. For more details on the language of instruction recommendations, see the course catalogue of each program

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

A Salzbur01: No language certificate required.

LUX LUX-VIL01: The University of Luxembourg does not require any language tests or certificates. We assume that all students applying for an exchange at our University are able to follow and pass the courses in the respective teaching language(s).

D. Additional requirements

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>

LUX LUX-VIL01: University of Luxembourg offers counseling for students with disabilities and chronic diseases.

Contact: Marie-Anne Heyer / Ass. Prof. Arthur Limbach - Reich
incoming@uni.lu

Tel : (+352) 46 66 44 6682

Link: http://www.en.uni.lu/recherche/flshase/inside/people/arthur_limbach_reich

⁴For 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>

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
LUXLUX-VIL01	June 1 st (European) May 1 st (Non-European)	November 30 th (European) September 15 th (Non-European)

2. The receiving institution will send its decision within 4 weeks after the application deadline.
LUX LUX-VIL01: within 6-8 weeks after deadline.
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. Each student can print the transcript of records personally.
4. Termination of this agreement or changes in the data set above can be amended annually, if communicated before December 1st. 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

LUXLUX-VIL01:

http://wwwen.uni.lu/students/mobility/incoming_exchange_students/grading_system

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	Erasmus-incoming@sbg.ac.at Tel: +43-662-8044-2044	http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/
LUXLUX-VIL01	incoming@uni.lu Tel : +352 46 66 44- 6682	http://wwwen.uni.lu/students/mobility/incoming_exchange_students/admission_and_online_registration

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	Erasmus-incoming@sbg.ac.at Tel: +43-662-8044-2044	http://www.oead.at/welcome_to_austria/legal_practical_issues/entry_to_austria/EN/ http://www.uni-salzburg.at/index.php?id=23802&L=1&MP=23802-45350;
LUXLUX-VIL01	incoming@uni.lu Tel : +352 46 66 44- 6682	http://wwwen.uni.lu/students/mobility/incoming_exchange_students/accommodation_and_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
A Salzbur01	Erasmus- incoming@sbg.ac.at Tel: +43-662-8044-2042	http://www.uni-salzburg.at/index.php?id=23788&MP=23788-45355 http://www.housing.oead.at/index_e.asp
LUXLUX-VIL01	incoming@uni.lu Tel : +352 46 66 44-6682	http://www.en.uni.lu/students/mobility/incoming_exchange_students/accommodation_and_insurance

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
A Salzbur01	Prof. Sylvia Hahn; Vice Rector International Relations	10.11.2015	 p.p. Mag. Irina Velez 
LUXLUX-VIL01	Prof. Dr. Georg Mein Dean of the Faculty of Language and Literature, Humanities, Arts and Education	06.11.2015	 

⁵Scanned signatures are accepted