

EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1**

Learning mobility for higher education students and staff

**between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme**

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 2023-2026 in KA171.

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the Erasmus Charter for Higher Education² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR³ and in line with the technical standards of the European Student Card Initiative⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

¹ Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

² https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³ https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
Università degli Studi della Tuscia (UNITUS)	I VITERBO01	<p><u>Erasmus Institutional Coordinator</u></p> <p>Prof. Simone Severini e-mail: severini@unitus.it</p> <p>Academic coordinator</p> <p>Prof. Alessandro Boccolini Department of Human, Communication and Tourism Sciences (DISUCOM) Phone: 0761357659 e-mail: alessandro.boccolini@unitus.it Skype: alessandro.boccolini27</p> <p>Prof. Giuseppe Calabrò Department of Economics, Engineering, Society and Business Organization (DEIM), tel. +39 0761 357732 e-mail: giuseppe.calabrò@unitus.it</p> <p>Administrative coordinator</p>	<p>General: https://www.unitus.it/en/</p> <p>Course catalogue:</p> <p>Bachelor Courses https://www.unitus.it/en/courses/first-cycle-degree/</p> <p>Master Courses https://www.unitus.it/en/courses/second-cycle-degree/</p>

⁵ Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Dr. Carlo Contardo Mobility and International Cooperation Office Phone: +39 0761 357916 e-mail: carlocontardo@unitus.it	
National Technical University «Kharkiv Polytechnic Institute» (NTU «KhPI»), Ukraine	KHARKIV UA	<u>Erasmus+ Institutional Coordinator</u> Mr. Oleksandr Goncharov Head of International Relations Department E-mail: gaa@kpi.kharkov.ua <u>Academic coordinator:</u> Prof. Kseniia Minakova; e-mail: Kseniia.Minakova@khpi.edu.ua	General: https://www.kpi.kharkov.ua/eng/ Course catalogue: https://www.kpi.kharkov.ua/eng/wp-content/uploads/sites/4/2019/11/Programmes-and-Courses-in-Foreign-Languages-at-NTU-KhPI-15.07.2016.pdf

2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement.

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area ISCED CODE ⁷ (optional)	Subject area NAME (optional)	Study cycle [short cycle, 1st , 2nd or 3rd] (optional)	Number of mobility periods			
					Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]	Staff Mobility [Specify here total number of	Staff Mobility [Specify here total number of days]

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

								staff]
I VITERBO01	KHARKIV UA	0700	Engineering, manufacturing and construction, not further defined					
		0819	Agriculture, not elsewhere classified					
		0311	Economics					
		0300	Social sciences, journalism and information, not further defined					
KHARKIV UA	I VITERBO01	0700	Engineering, manufacturing and construction, not further defined Agriculture, not elsewhere	1st, 2nd or 3rd	4	24	3	21 (including 2 travel days per participant)

		0819	classified					
			Economics					
		0311	Social sciences, journalism and information, not further defined					
		0300						

Optional additional information

Blended mobility: to be evaluated for specific cases.

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
I VITERBO01		Italian English, for	English	B1	B2

⁸ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

		MA courses in English			
KHARKIV UA		English	Ukrainian	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- For tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

NB: Repartition of the granted Organisational Support between the partners is strongly recommended, but not mandatory.

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal

procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.

- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline⁹
I VITERBO01	Winter Term: from October to February Spring Term: from March to July	July 15 th November 15 th
KHARKIV UA	Winter Term: from September to November Spring Term: from March to May	May 15 th December 15 th

The receiving institution will send its decision within [x] weeks and no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
I VITERBO01	For incoming students:	

⁹ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

	<p>Dr. Angela Fattoretti <u>fattoretti@unitus.it</u></p> <p>For incoming staff: Dr. Pavel Malyzhenkov <u>icm@unitus.it</u></p>	<p>https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/</p>
KHARKIV UA	<p>For incoming students: Yuliia Olym <u>yulia.olyim@khpi.edu.ua</u></p> <p>For incoming staff: Yuliia Olym <u>yulia.olyim@khpi.edu.ua</u></p>	<p>https://www.kpi.kharkov.ua/eng/international-activity/erasmus-programme/formal-procedures/</p>

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements	<p>For incoming students: Number of ECTS credits: minimum 60 For Subject area (ISCED code) and EQF level please refer Table 2</p> <p>For outgoing students (only PhD students): Number of ECTS credits completed: 300 For Subject area (ISCED code) and EQF level please refer Table 2</p>	<p>https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/</p>
CV	Not mandatory but desirable	<p>https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/</p>

Motivation letter	Not mandatory but desirable	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/
Inclusion measures ¹⁰	In compliance with the priorities for inclusion listed on pages 7 and 8 of the Erasmus Programme Guide 2023, University of Tuscia and the partner agree to give preference to students and staff with the following fewer opportunities, in the mobility selection process. Disabilities include: <ul style="list-style-type: none"> • Health problems • Barriers linked to education and training systems • Cultural differences • Social barriers • Economic barriers • Barriers linked to discrimination • Geographical barriers 	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/
Other		

6. Preparation and support

The Higher Education Institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the *Erasmus+ Student Charter*¹¹.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

¹⁰ You may find the implementation guidelines of the Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

¹¹ The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.
- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.

- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	I VITERBO01	Dr. Angela Fattoretti fattoretti@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/
Accommodation	KHARKIV UA	Yuliia Olym yulia.olyim@khpi.edu.ua	https://www.kpi.kharkov.ua/eng/for-students/hostels-for-foreing-students/
Language Support	I VITERBO01	Dr. Angela Fattoretti fattoretti@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/
Language Support	KHARKIV UA	Yuliia Olym yulia.olyim@khpi.edu.ua	https://www.kpi.kharkov.ua/eng/international-activity/erasmus-programme/formal-procedures/
Visa	I VITERBO01	Dr. Angela Fattoretti fattoretti@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/
Visa	KHARKIV UA	Yuliia Olym yulia.olyim@khpi.edu.ua	https://italy.mfa.gov.ua/en
Insurance	I VITERBO01	Dr. Angela Fattoretti fattoretti@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/

Insurance	KHARKIV UA	Yuliia Olym yulia.olyim@khpi.edu.ua	https://italy.mfa.gov.ua/en
Inclusion of participants with fewer opportunities	I VITERBO01	Dr. Angela Fattoretti fattoretti@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/ e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.
Inclusion of participants with fewer opportunities	KHARKIV UA	Yuliia Olym yulia.olyim@khpi.edu.ua	https://www.kpi.kharkov.ua/eng/for-students/hostels-for-foreing-students/
Mentoring	I VITERBO01	Dr. Angela Fattoretti fattoretti@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/
Mentoring	KHARKIV UA	Yuliia Olym yulia.olyim@khpi.edu.ua	https://www.kpi.kharkov.ua/eng/international-activity/erasmus-programme/formal-procedures/
Grant payments	I VITERBO01	For students: Dr. Angela Fattoretti fattoretti@unitus.it For staff: Dr. Pavel Malyzhenkov pavel_mlzh@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/
Alumni information	I VITERBO01	Dr. Angela Fattoretti fattoretti@unitus.it	https://www.unitus.it/internazionale/cooperazione-internazionale/icm-erasmus-ka171/documents-required/

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

I VITERBO01 grading system

At University of Tuscia 1 CFU (Credito Formativo Universitario) is equivalent to 1 ECTS (European Credit Transfer System). The ECTS Grading scale, approved by the Academic Senate of the University of Tuscia on 5th June 2017, is available on the following link: <http://www.unitus.it/it/unitus/relazioni-internazionali/articolo/erasmus->

KHARKIV UA grading system

At NTU «KhPI» 1 Ukrainian Credit is equivalent to 1 ECTS (European Credit Transfer System). The ECTS Grading scale of NTU «KhPI» is available on the following link: <https://www.kpi.kharkov.ua/eng/international-activity/erasmus-programme/grading-system-of-ntu-khpi/>

- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - o Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - o 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.

- Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
I VITERBO01		The ECTS grading table, available at the following link , is under revision.
KHARKIV UA		https://www.kpi.kharkov.ua/eng/international-activity/erasmus-programme/grading-system-of-ntu-khpi/

9. Any other information regarding the terms of the agreement (optional)


10. Termination of the agreement *31/07/2026*

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

I VITERBO01	Prof. Stefano Ubertini, Rector	12/02/2024	
KHARKIV UA	Prof. Yevgen Sokol, Rector	26.02.2024	