



# Erasmus+ Programme

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

## Inter-institutional agreement 2018-2020/2021 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 of the credits awarded to students by the partner institution.

### A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details ( address, email, phone)	Website (eg. of the course catalogue)
KARLSTAD UNIVERSITY	S KARLSTA01	Ms Susanna Svensson, International Coordinator <a href="mailto:collaboration@kau.se">collaboration@kau.se</a> +46 54 700 2351	<a href="https://www.kau.se/en">https://www.kau.se/en</a>
		Ms Maria Nilsson, International Coordinator, Incoming exchange students, International Office <a href="mailto:exchange@kau.se">exchange@kau.se</a> +46 54 700 1033	
		Prof Adrian Muntean <a href="mailto:adrian.muntean@kau.se">adrian.muntean@kau.se</a> Department of Mathematics and Computer Science	
UNIVERSITA' DEGLI STUDI "GIUSTINO FORTUNATO"	I BENEVEN 04	<b>Prof. Dr. PAOLO PALUMBO</b> <b>Erasmus Institutional Coordinator</b> E-mail: <a href="mailto:p.palumbo@unifortunato.eu">p.palumbo@unifortunato.eu</a>  Viale Delcogliano, 12 - 82100 Benevento E.mai: <a href="mailto:international@unifortunato.eu">international@unifortunato.eu</a> Telefono: 0824 316057 Fax: 0824 351887	<a href="http://www.unifortunato.eu/corso-di-laurea/">http://www.unifortunato.eu/corso-di-laurea/</a>

		Numero Verde: 800 71 95 95	
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## B. Mobility numbers<sup>1</sup> per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 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 *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training*
S KARLSTA01	I BENEVEN 04	0541	Mathematics	2/10	
I BENEVEN 04	S KARLSTA01	0541	Mathematics	2/10	

[\*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.]

## 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 <sup>2</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching

<sup>1</sup> 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>)

<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>

			[Minimum recommended level: B1]	[Minimum recommended level: B2]
<b>S KARLSTA01</b>		English	B2	B2
<b>I BENEVEN 04</b>		ITALIAN	ENGLISH	B1
			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

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff, measures for preparing, receiving and integrating mobile students and/or staff. Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

TR ANTALYA 03: Application documents received after application deadlines will not be accepted. Link is provided on the first page for further information regarding the admission process and the additional requirements.

#### S KARLSTA01

The admissions requirements for exchange students are set out at: <https://www.kau.se/en/education/explore-student-life/application-admission/how-apply>

Students with additional needs are supported at Karlstad University: <https://www.kau.se/en/node/242>

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
<b>S KARLSTA01</b>	(1 <sup>st</sup> & 2 <sup>nd</sup> cycle courses) Nomination courses: April 1 <sup>st</sup> Application courses: April 15 <sup>th</sup>  Master programmes (1 year programme) Nomination & Application: February 1 <sup>st</sup>	(1 <sup>st</sup> & 2 <sup>nd</sup> cycle courses) Nomination courses: October 1 <sup>st</sup> Application courses: October 15 <sup>th</sup>
<b>I BENEVEN 04</b>	Deadline for Nomination and Application 30 <sup>th</sup> of August	Deadline for Nomination and Application 30 <sup>th</sup> of December

	*Classes Start and End Date: September 13 <sup>th</sup> - January 15 <sup>th</sup>	Classes Start and End Date: January 30 <sup>th</sup> - June 2 <sup>nd</sup>
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[\* to be adapted in case of trimester system].

2. The receiving institution will send its decision within 6-8 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than **12 weeks** after the assessment period has finished at the receiving HEI, given that the transcript form and all relevant course work documents have been submitted by the student.
4. Termination of the agreement

It is up to the involved institutions to agree on the procedure for modifying or terminating the inter institutional agreement. However, in the event of unilateral termination, 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. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

## F. Information

### 1. Grading systems of the Institution

Partner information about grading system:

30 cum laude	outstanding
30	excellent
29-28-27	very good to good
26-25-24-23	satisfactory to adequate
22-21 20-19	poor to barely adequate
18	minimum passing grade
<18	fail

#### **S KARLSTA 01**

In most faculties and disciplines the grades awarded are:

VG = Pass with distinction

G = Pass

U = Fail

In engineering departments, the following scale may be used:

5 = Pass with great distinction

4 = Pass with distinction

3 = Pass

U = Fail

#### **ECTS Grading Table (EGT)**

Since January 2011 Karlstad University, strictly following the recommendations of the European Union, does not issue ECTS grades. It is however possible for international students to print transcripts of records including the ECTS Grading Table (EGT), which is a table presenting the distribution of the national/local grades.

## 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
<b>S KARLSTA01</b>	<a href="mailto:exchange@kau.se">exchange@kau.se</a> +46 54 700 1033	<a href="https://www.kau.se/en/education/explore-student-life/practical-information/residence-permit">https://www.kau.se/en/education/explore-student-life/practical-information/residence-permit</a>
I BENEVEN 04	<b>Prof. PAOLO PALUMBO</b> E-mail: <a href="mailto:p.palumbo@unifortuna.to.eu">p.palumbo@unifortuna.to.eu</a>	<a href="http://www.unifortunato.eu/servizi/relazioni-internazionali/">http://www.unifortunato.eu/servizi/relazioni-internazionali/</a>

### 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
<b>S KARLSTA01</b>	<a href="mailto:exchange@kau.se">exchange@kau.se</a> +46 54 700 1033	<a href="https://www.kau.se/en/education/explore-student-life/practical-information/health-and-insurance">https://www.kau.se/en/education/explore-student-life/practical-information/health-and-insurance</a>
I BENEVEN 04	<b>Prof. PAOLO PALUMBO</b> E-mail: <a href="mailto:p.palumbo@unifortunato.eu">p.palumbo@unifortunato.eu</a>	<a href="http://www.unifortunato.eu/servizi/relazioni-internazionali/">http://www.unifortunato.eu/servizi/relazioni-internazionali/</a>


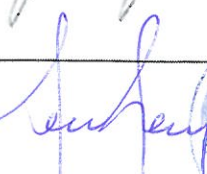
### 4. Housing

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
<b>S KARLSTA01</b>	<a href="mailto:exchange@kau.se">exchange@kau.se</a> +46 54 700 1033	<a href="https://www.kau.se/en/education/explore-student-life/practical-information/accommodation">https://www.kau.se/en/education/explore-student-life/practical-information/accommodation</a>
I BENEVEN 04	<b>Prof. PAOLO PALUMBO</b> E-mail: <a href="mailto:p.palumbo@unifortuna.to.eu">p.palumbo@unifortuna.to.eu</a>	<a href="http://www.unifortunato.eu/servizi/relazioni-internazionali/">http://www.unifortunato.eu/servizi/relazioni-internazionali/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature
S KARLSTA01	Susanna Svensson International Coordinator	12/2-2018	
I BENEVEN 04	Prof. Dott. Paolo Palumbo Erasmus Institutional Coordinator	12/2-2018	



KARLSTAD  
UNIVERSITY  
SWEDEN