



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1 Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

1

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year
Start of validity	2021/2022
End of validity	2023/2024

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
ESIGELEC School of engineering	F ROUEN07	<p>Cecilia Brunel Deputy Director international relations Tel : +33 2 32 91 58 58 Mail addresses : cecilia.brunel@esigelec.fr international@esigelec.fr Postal address : Technopôle du Madrillet Avenue Galilée 76800 Saint Etienne du Rouvray France</p>	<p>General : https://www.esigelec.fr/fr https://en.esigelec.fr/ Exchange programme : https://en.esigelec.fr/page/64/exchange-program Course outlines : https://en.esigelec.fr/page/69/courses Application : https://en.esigelec.fr/page/79/apply-for-an-exchange-programme</p>
UNIVERSIDAD DE SEVILLA	E SEVILLA01	<p>Erasmus Office: Administrative contact: Tel: 34 954551420 Mail address: relint4@us.es INSTITUTIONAL COORDINATOR: Carmen Vargas Macías</p>	<p>www.us.es www.us.es/vivir-la-us/centros-y-departamentos www.us.es/estudiar/que-estudiar</p>

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

		vinternacional@us.es	
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B. Mobility numbers³ 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 January in the preceding academic year.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional) * [total number of students]	Student Mobility for Traineeships (optional) * [total number of months]
F ROUEN 07	E SEVILLA01	0713	Electricity and Energy		1st, 2nd	3	6 months each = 18 months in total	0	0
E SEVILLA01	F ROUEN 07	0713	Electricity and Energy		1st, 2nd	3	6 months each = 18 months in total	0	0
F ROUEN 07	E SEVILLA01	0714	Electronics and Automation		1st, 2nd	3	6 months each = 18 months in total	0	0
E SEVILLA01	F ROUEN 07	0714	Electronics and Automation		1st, 2nd	3	6 months each = 18 months in total	0	0

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*): <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
F ROUEN07	E SEVILLA01	071	Engineering and engineering trades	2	5 days each	2	5 days each
E SEVILLA01	F ROUEN 07	071	Engineering and engineering trades	2	5 days each	2?	5 days each

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
F ROUEN07	5-year integrated master's programme	French	English	B1 in French	C1 in English
	2-year master's programme	English		B1 in English	C1 in English
E SEVILLA01		Spanish	English	B1	B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
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⁴ 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>

F ROUEN07	DEADLINE FOR NOMINATION : April 30	DEADLINE FOR NOMINATION : October 15
E SEVILLA01	DEADLINE FOR NOMINATION: JUNE 30TH	DEADLINE FOR NOMINATION: NOVEMBER 30TH

<https://www.us.es/calendario-academico>

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
F ROUEN07	DEADLINE FOR APPLICATION : APRIL 30 th	DEADLINE FOR APPLICATION : OCTOBER 15 th
E SEVILLA01	DEADLINE FOR APPLICATION: JUNE 30TH	DEADLINE FOR APPLICATION: NOVEMBER 30TH

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
F ROUEN07	internacional@esigelec.fr +33 2 32 91 58 58	https://en.esigelec.fr/page/79/apply-for-an-exchange-programme
E SEVILLA01	Carlos Javier Ordoño Rodríguez Head of Section Welcome and Incoming Mobility Tfno: 954 551 756 Mail: relint3@us.es International Center Additional contacts; relint14@us.es ; relint19@us.es relint23@us.es	https://www.us.es/internacional/oficina-welcome/antes-de-llegar http://servicio.us.es/academica/normativa-documentacion

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
F ROUEN07	<ul style="list-style-type: none"> • Identification document (passport, etc) • Updated CV • Statement of purpose • Academic transcripts of records • Nomination from home institution • Language certificate : B1 minimum in the appropriate language (English or French) • Suggested learning agreement 	Students must select : <ul style="list-style-type: none"> • Courses from one study programme only For example from the 2-year master's programme only, not from 2 study programmes simultaneously • Courses from one semester only. For example from semester S2, not from S2 and S3 simultaneously • 20 ECTS minimum and 30 ECTS maximum per semester 	https://en.esigelec.fr/page/79/apply-for-an-exchange-programme#collect-supporting-documents
E SEVILLA01	---	----	

The receiving institution will send its decision within 5 weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
F ROUEN07	<ul style="list-style-type: none"> - Reduced mobility - Slight hearing impairments - Slight visual impairments 	<p>The infrastructure is up to the French standards for persons with reduced mobility.</p> <p>ESIGELEC doesn't have its own medical centre.</p> <p>It relies on the Médecine Préventive of University of Rouen Normandy</p>	<p>Delphine.leclercq-delapierre@esigelec.fr</p> <p>+33 2 32 91 58 58</p>	<p>https://www.esigelec.fr/fr/handicap</p> <p>https://www.esigelec.fr/fr/sante</p>

E SEVILLA01	- Reduced mobility - Hearing impairments - Visual impairments - ...	sacucapacidad@us.es	https://sacu.us.es/ne-programas-movilidad	E SEVILLA01
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Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
F ROUEN07	- Reduced mobility - Slight hearing impairments - Slight visual impairments	According to the nature of the handicap, ESIGELEC can provide – or not – the appropriate support. Please contact ESIGELEC prior to the mobility.	Delphine.leclercq-delapierre@esigelec.fr +33 2 32 91 58 58	https://www.esigelec.fr/fr/handicap https://www.esigelec.fr/fr/sante
E SEVILLA01	- Reduced mobility - Hearing impairments - Visual impairments - ...	sacucapacidad@us.es	https://sacu.us.es/ne-programas-movilidad	E SEVILLA01

F. Information

1. 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
F ROUEN07	Esigelec.Logement@esigelec.fr +33 2 32 91 58 58	In French: https://www.esigelec.fr/fr/ou-se-loger

		In English: https://en.esigelec.fr/arrive
E SEVILLA01	sacualojamiento@us.es	https://sacu.us.es/spp-servicios-alojamiento

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
F ROUEN07	international@esigelec.fr +33 2 32 91 58 58	In French: https://www.esigelec.fr/fr/preparez-votre-arrivee In English: https://en.esigelec.fr/arrive
E SEVILLA01	sacuxtranjeros@us.es	incoming assistance visas https://sacu.us.es/extranjeria

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
F ROUEN07	international@esigelec.fr +33 2 32 91 58 58	In French: https://www.esigelec.fr/fr/preparez-votre-arrivee In English: https://en.esigelec.fr/arrive
E SEVILLA01	relint3@us.es relint14@u.es	European sanitary card https://sacu.us.es/extranjeros-llegada

	relint21@us.es relint23@us.es	
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4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
F ROUEN07		Esigelec.Scolarite@esigelec.fr +33 2 32 91 58 58	https://en.esigelec.fr/page/81/european-credit-transfer-system-ects-grading-system
E SEVILLA01	https://www.us.es/internacional/responsable-por-centros www.us.es/vivir-la-us/centros-y-departamentos http://centrointernacional.us.es/horario		WWW.US.ES





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.

Termination of the agreement

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 2022 will only take effect as of 1 September 2023.

Neither the European Commission nor the National Agencies can be held responsible in case of a conflict

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
F ROUEN07	Pr Etienne CRAYE Directeur Général	01/12/2021	 
E SEVILLA01	Carmen Vargas Macías Vicerrectora de Proyección Institucional e Internacionalización	31/01/22	 

⁵ Scanned signatures are accepted