



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

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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	Call Year
Start of validity	[2024]	[2022]
End of validity	[2029]	[2027]

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)
CY Cergy Paris Université	F CERGY-P11	<p>Administrative contact: Enora BERARD/Anyssa HENNION International Agreements Coordinators agreements@ml.u-cergy.fr Tel. +33 1 34 25 62 65/+33 1 34 25 67 21</p> <p>Departmental coordinator at INSPÉ de l'académie de Versailles : Florence BRAY, academic coordinator; Jade El Hassani, students mobility ri-inspe@cyu.fr</p>	<p>General information: https://www.cyu.fr/</p> <p>Course catalogue : https://inspe.ac-versailles.fr/2022/07/venir/</p>
	E SEVILLA01	<p>Erasmus Office:</p> <p>Administrative contact:</p>	www.us.es

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

UNIVERSIDAD DE SEVILLA		Tel: 34 954551420 Mail address: relint4@us.es INSTITUTIONAL COORDINATOR: Carmen Vargas Macías vinternacional@us.es	www.us.es/vivir-la-us/centros-y-departamentos www.us.es/estudiar/que-estudiar
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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 CERGY-P11	E SEVILLA01	0114	Teacher training with subject specialization.		1,2	1	15 (5 months each)		
E SEVILLA01	F CERGY-P11	0114	Teacher training with subject specialization.		1,2	1	15 (5 months each)		

Short-term blended mobility option for students

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>

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.

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 CERGY-P11	E SEVILLA01	01	Education	2	10 (5 days each)	1	5 days
E SEVILLA01	F CERGY-P11	01	Education	2	10 (5 days each)	1	5 days

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 CERGY-P11		French	English (limited course offer)	B2	B2

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>

E SEVILLA01		Spanish		B2	B2
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D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
F CERGY-P11	Before application deadline May 15th	Before application deadline November 30th
E SEVILLA01	Before application deadline JUNE 30TH	Before application deadline NOVEMBER 30TH

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
F CERGY-P11	May 15 th Autumn semester: September – January	November 1 st Spring semester: January - June
E SEVILLA01	DEADLINE FOR APLICATION: JUNE 30TH	DEADLINE FOR APLICATION: NOVEMBER 30TH

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
F CERGY-P11	ri-inspe@cyu.fr	https://inspe.ac-versailles.fr/2022/07/venir/
E SEVILLA01	Relint14@us.es	https://www.us.es/internacional/oficina-welcome/antes-de-llegar

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
F CERGY-P11	Transcripts of records Language Certificate		
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 support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
F CERGY-P11	- Reduced mobility - Hearing impairments - Visual impairments - ...	The student disabilities' service offers counselling and assistance to students with disabilities/chronic diseases and organizes, if required, accommodated study and exam conditions, to allow disabled students to complete their exchange's period in the best possible conditions.		https://inspe.ac-versailles.fr/2022/07/venir/
E SEVILLA01	- Reduced mobility - Hearing impairments - Visual impairments - ...		sacucapacidad@us.es	https://sacu.us.es/n-e-programas-movilidad

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 CERGY-P11	ri-inspe@cyu.fr	https://inspe.ac-versailles.fr/2022/07/venir/
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 CERGY-P11	ri-inspe@cyu.fr	https://inspe.ac-versailles.fr/2022/07/venir/
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 CERGY-P11	ri-inspe@cyu.fr	https://inspe.ac-versailles.fr/2022/07/venir/
E SEVILLA01	relint14@u.es relint21@us.es relint23@us.es	European sanitary card https://sacu.us.es/extranjeros-llegada

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
F CERGY-P11	<p>Grading system:</p> <p>In the French Higher Education system, each course unit is graded on a scale from 0 to 20 points. 0 is the lowest grade, 20 is the highest grade. The minimum passing grade is 10.</p> <p>The ECTS system is used at F CERGY-P11. The transcript of records provided by the faculty will indicate the ECTS scale for each French grade awarded in order to facilitate the credit transfer.</p>		https://inspe.ac-versailles.fr/2022/07/venir/
E SEVILLA01	<p>Grading system :</p> <p>http://servicio.us.es/academica/normativa-documentacion</p> <p>Institution commit to:</p> <ul style="list-style-type: none"> • Ensure recognition for activities satisfactorily completed. • Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility 		<p>Normativa reconocimientos y equivalencias.</p> <p>http://www.us.es/downloads/acerca/normativa-normativa-examenes.pdf</p>

	<p>agreement for staff validated in advance between the sending and receiving institutions or non-academic organisations and the mobile participants.</p> <ul style="list-style-type: none"> • 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. 		
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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.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
F CERGY-P11	Luciana Radut-Gaghi Vice President International Relations and Strategic Partnerships	21 st June 2024	
E SEVILLA01	Carmen Vargas Macías Vicerrectora de Proyección Institucional e Internacionalización	24-06-24	

⁵ Scanned signatures are accepted