

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

Inter-institutional agreement 2019-21

between

Università degli Studi di Palermo - UNIPA (Italy)
and

Petro Mohyla Black Sea National University – ChMNU (Ukraine)

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ¹	Contact details ² (email, phone)	Website (eg. of the course catalogue)
University of Palermo	I PALERMO01	Valeria Floriano International programs valeria.floriano@unipa.it Tel: +3909123893832 Assunta Polizzi DPT Scienze Umanistiche +390912399252 assunta.polizzi@unipa.it Oleg Rumyantsev DPT Scienze Umanistiche +3909123899244 oleg.rumyantsev@unipa.it	www.unipa.it
Petro Mohyla Black Sea National University	Mykolaiv	Berezovska Olena International Department E-mail: fordep@chmnu.edu.ua	chmnu.edu.ua/en/

¹ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

² Contact details to reach the senior officer in charge of this agreement.

		Phone: +38(0512) 76-55-77 Oleksandr Pronkevych Email: oleksandrpronkevych@yahoo.com Phone: +38 067 945 10 34	
[...]			

B. Mobility numbers³ per academic year

2019/2020

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subj ect area code * [ISCE D]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
I PALERMO01	Mykolayiv	222 - 09.0	Languages and Philological Sciences	1 st cycle (Bachelor or equivalent) or 2 nd cycle (Master or equivalent)	1 student *5 months	1 student *2 months
Mykolayiv	I PALERMO01	222- 09.9	Languages and Philological Sciences	1 st cycle (Bachelor or equivalent) or 2 nd cycle (Master or equivalent)	3 student *5 months	

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>)

2020/2021

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subj ect area code * [ISCE D]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
I PALERMO01	Mykolayiv	222 - 09.0	Languages and Philological Sciences	1 st cycle (Bachelor or equivalent) or 2 nd cycle (Master or equivalent)	1 student *5 months	1 student *2 months
Mykolayiv	I PALERMO01	222 - 09.0	Languages and Philological Sciences	1 st cycle (Bachelor or equivalent) or 2 nd cycle (Master or equivalent)	3 student *5 months	

2021/2022

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subj ect area code * [ISCE D]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
I PALERMO01	Mykolayiv	222 - 09.0	Languages and Philological Sciences	1 st cycle (Bachelor or equivalent) or 2 nd cycle (Master or equivalent)	1 student *5 months	1 student *2 months
Mykolayiv	I PALERMO01	222 - 09.0	Languages and	1 st cycle (Bachelor or	3 student *5 months	

			Philological Sciences	equivalent) or 2 nd cycle (Master or equivalent)		
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[*Optional: subject area code & name and study cycle are optional.]

2019/2020

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 *
I PALERMO01	Mykolayiv	222 -09.0	Languages and Philological Sciences	1 persons * 7 days (+ 2 travel days)	1 persons * 7 days (+ 2 travel days)
Mykolayiv	I PALERMO01	222 -09.0	Languages and Philological Sciences	2 persons * 14 days (+ 2 travel days)	2 persons * 7 days (+ 2 travel days)

2020/2021

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 *
I PALERMO01	Mykolayiv	222 -09.0	Languages and Philological Sciences	1 persons * 7 days (+ 2 travel days)	1 persons * 7 days (+ 2 travel days)
Mykolayiv	I PALERMO01	222 -09.0	Languages and Philological Sciences	2 persons * 14 days (+ 2 travel days)	2 persons * 7 days (+ 2 travel days)

2021/2022

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 *
I PALERMO01	Mykolayiv	222 -09.0	Languages and Philological Sciences	1 persons * 7 days (+ 2 travel days)	1 persons * 7 days (+ 2 travel days)
Mykolayiv	I PALERMO01	222 -09.0	Languages and Philological Sciences	2 persons * 14 days (+ 2 travel days)	2 persons * 7 days (+ 2 travel 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 or city]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I PALERMO01		Italian	English [Russian: for Staff involved in teaching activity in	Mandatory B2 level of English for English-taught courses (knowledge of Italian is suggested); Mandatory B2 level of Italian for Italian-taught courses	Mandatory B2 level of English for teaching activity in English; Mandatory B2 level of Italian for teaching activity in Italian (Any language certificate

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>

			Russian only]	(Any language certificate can be accepted)	can be accepted) Mother tongue knowledge of Russian for teaching activity in Russian
Mykolayiv		Ukrainian	English Russian German Spanish Polish	Mandatory B2 level of Ukrainian/Russian/English/German/Spanish/Polish for Ukrainian/Russian/English/German/Spanish/Polish -taught courses. B1 of Russian recommended Any language certificate can be accepted	Mandatory B2 level of Ukrainian/Russian/English/German/Spanish/Polish for teaching activity in Ukrainian/Russian/English/German/Spanish/Polish. Any language certificate can be accepted

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students 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.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- 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 enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Additional requirements

The University of Palermo has the infrastructure to welcome students and staff with disabilities. See table below for contact details.

Petro Mohyla Black Sea National University could welcome students and staff with disabilities, only according to prior approval of each separate case.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I PALERMO01	UO - Polizze e denuncie assicurative e-mail: stella.neri@unipa.it Tel: +39 091 238 90809	http://portale.unipa.it/amministrazione/area5/set40/polizze/
Mykolayiv	Berezovska Olena International Department E- mail: fordep@chmnu.edu.ua Phone: +38(0512) 76-55-77 Vice-rector for administrative and economic work Liashenko Nikolai Tel: +38(0512) 76-55-51	https://chmnu.edu.ua/en/foreign-students/ https://chmnu.edu.ua/wp-content/uploads/2017/07/3.-Welcome-guide-PMBSNU.pdf

F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
I PALERMO01	JUNE	OCTOBER
Mykolayiv	JUNE	OCTOBER

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within [2] weeks.
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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
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."]

G. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁵. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

UNIVERSITY OF PALERMO

Examinations are graded according to a scale ranging from 0 to 30, with 18 as a pass mark. A "cum laude" may be added to the highest grade (30; 30 e lode) as a mention of special distinction. All examination results are used to calculate the overall degree mark on a scale of 0 – 110. The final result is based on exam results plus the presentation of a project or dissertation in front of a Board of Examiners. The pass mark is 66 and students who obtain full marks of 110 may also be awarded 'summa cum laude' (110 e lode).

Statistical distribution of grades according to the descriptions in the ECTS users' guide will be available at <http://portale.unipa.it/amministrazione/area2/uoa06/grading-systems/>

⁵ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

Petro Mohyla Black Sea National University

ECTS Grade	Points	ECTS Definition
A	90-100	Excellent
B	82-89	Very good
C	75-81	Good
D	67-74	Satisfactory
E	60-66	Satisfactory
FX	35-59	Fail
F	1-34	Fail

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 or city]	Contact details (email, phone)	Website for information
I PALERMO01	studentistranieri.c ot@unipa.it +3909123865500	http://portale.unipa.it/strutture/cot/Sportelli_e_Servizi/Sportello_Accoglienza_Studenti_Stranieri/index.html
Mykolayiv	International Relations Office phone: +380512765577 e-mail: fordep@chmnu.e	https://chmnu.edu.ua/wp-content/uploads/2017/07/3_Welcome-guide-PMBSNU.pdf

	du.ua	
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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 or city]	Contact details (email, phone)	Website for information
I PALERMO01	UO - Polizze e denunce assicurative e-mail: stella.neri@unipa.it Tel: +39 091 238 90809	http://portale.unipa.it/amministrazione/area5/set40/polizze/
Mykolayiv	International Relations Office phone: +38 0512 765577 e-mail: fordep@chmnu.edu.ua	https://chmnu.edu.ua/wp-content/uploads/2017/07/3.-Welcome-guide-PMBSNU.pdf

4. Housing

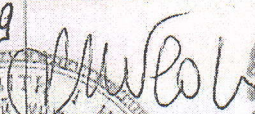

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

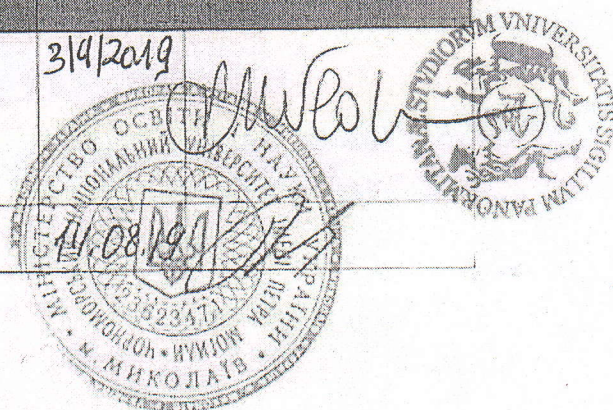
Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
I PALERMO01	CASAUNIPA - Servizio Alloggi Viale delle Scienze – Ed. "3" Segreteria Studenti – 90128 Palermo Tel. 091.23890905	http://portale.unipa.it/amministrazione/area1/ssp10/CASAUNIPA.html

	email: servizioalloggi@unipa.it	
Mykolayiv	Housing Office, phone: +38 0512 765551 e-mail: rector@chmnu.edu.ua	https://chmnu.edu.ua/wp-content/uploads/2017/01/3_Web_and_guide-PMBSNU.pdf

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁶
I PALERMO01	Prof.ssa Ada Maria Florena Vice Rector for Internationalization	3/4/2019	
Mykolayiv	Leonid Klymenko, Rector	4/08/19	



⁶ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation