



Erasmus+

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

Inter-institutional¹ agreement 2019-2022 between institutions from Programme and Partner Countries²

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+.

Article 1: Information about higher education institutions

Full Name of the institution	Erasmus Code or City	Contact Details	Website
Keele University	UK KEELE01	<p>Emma Pearce, Head of Global Opportunities - KIITE, Claus Moser Building, Keele, Staffordshire, ST5 5BG +44 1782 734114 e.l.pearce@keele.ac.uk</p> <p>Administrative Contact Vanessa Hall global.opportunities@keele.ac.uk</p> <p>Academic Contacts: Dr Danila Prikachikov School of Computing and Maths d.prikazchikov@keele.ac.uk</p>	www.keele.ac.uk/studyabroad
"M. Nalbandyan State University of Shirak" Foundation (SUSH)	Gyumri	<p>Mr. Hovik Melkonyan Head of the Center for External Cooperation and PR Shirakatsi str., 56/1 Gyumri, 3118, Armenia Email: gspl1934@mail.ru Phone: +374 93853706</p> <p>Administrative Contact Ms. Alina Antonyan M. Khorenatsi str., 2nd build., ap. 52 Gyumri, 3126, Armenia Email: shsuinternational@shsu.am Shsu.shsu@mail.ru Phone: +374 77069126</p>	http://shsu.am/en/

¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Erasmus+ Programme Countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

		Academic Contact: Mrs. Nazeli Avetisyan Director of the Educational-Methodological Management Center Email: avetisyan69@gmail.com Phone: +374 93787032	
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Article 2: Mobility Numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data as over new grant funding awarded through Erasmus+ Key Action 107 International Credit Mobility.

Student Mobility

FROM	TO	Subject Area Code and name (ISCED)	Study Cycle	Number of mobility periods	
[Erasmus code or city of the sending institution]	[Erasmus code or city of the sending institution]			Student Mobility for Studies [total number of months of the study period or average duration]	Student Mobility for Traineeships
UK KEELE01	Gyumri	-	-	-	-
Gyumri	UK KEELE01	0541 Mathematics		2 x 4months	N/A

Staff Mobility

FROM	TO	Subject Area Code and name (ISCED)	Number of staff mobility periods	
[Erasmus code or city of the sending institution]	[Erasmus code or city of the sending institution]		Staff Mobility for Teaching [total days of teaching period or average duration]	Staff Mobility for Training
UK KEELE01	Gyumri	0541 Mathematics	2 x 7 days	N/A
Gyumri	UK KEELE01	0541 Mathematics	5x 7 days	4 x 7 days

Article 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 skills at the start of the study or teaching period:

Receiving Institution	Optional: Subject Area	Language of Instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
UK KEELE01		English		B2 English	B2 English

		English		B2 English	B2 English
Gyumri					

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

Article 4: 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.

Article 5: 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 including cultural preparation before mobility; the recognition tools used]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

Article 6: Calendar

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

Receiving institution [Erasmus code or city]	Autumn term* [month]	Spring term* [month]
UK KEELE01	<p>Student nominations by 31 March (mobility to start at the end of September)</p> <p>We are flexible on staff nominations and will accept staff arrivals at other times of the year.</p>	<p>Student nominations by 31 August (mobility to start at the end of January)</p> <p>Student nominations by 31 October (mobility to start at the end of April)</p>

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

2. The receiving institution will send its decision within [x] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [xx] 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."]

Article 7: 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' guide³. 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.]

UK KEELE01

<https://www.keele.ac.uk/ga/degreeclassification/>

Classification	Grade
Class I (1 st class)	70-100%
Class II i (Upper Second Class)	60-69%
Class II ii (Lower Second Class)	50-59%
Class III (Third Class)	40-49%
Fail*	35-39%
Fail	0-34%

*grade may be compensated at the discretion of the subject board

These are the final degree classifications, and all grades above are considered to be satisfactory. The majority of students receive marks in the 50 – 69% range. A mark of below 40% for an individual module is a fail and no credits are awarded for the module.

Reassessment is not normally for Year 3 modules where a student has failed a module.

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:

³ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
UK KEELE01	global.opportunities@keele.ac.uk	https://www.keele.ac.uk/sas/academicsservices/immigration/
Gyumri	shsuinternational@shsu.am	http://shsu.am/en/

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
UK KEELE01	global.opportunities@keele.ac.uk	Students should follow insurance requirements from their home university and take any additional insurance as they wish.
Gyumri	shsuinternational@shsu.am	http://shsu.am/en/


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
UK KEELE01	global.opportunities@keele.ac.uk	Students are guaranteed on campus accommodation if they apply before the deadline of the 31 st May. https://www.keele.ac.uk/discover/accommodation/
Gyumri	shsuinternational@shsu.am	http://shsu.am/en/

Article 8: Signatures of the Institutions

Institution [Erasmus code or name and city]	Name, function	Date	Signature
"M. Nalbandyan State University of Shirak" Foundation (SUSH) Gyumri	Mr. Yervand Serobyan SUSH Acting Rector	17.06 2021	
UK KEELE01	Emma Pearce, Head of Global Opportunities	21/06/2021	