

Erasmus Programme

1. INTER-INSTITUTIONAL AGREEMENT BETWEEN ELIGIBLE HEI

- Erasmus student study mobility shall be based on inter-institutional agreements between participating institutions each of which holds an Erasmus University Charter.
- This condition does not apply between the sending HEI and the host enterprise in the case of a placement.

2. FULL RECOGNITION

- The home institution shall give full recognition for the period spent abroad.
- For periods of study and placements which are part of the student's curriculum, the sending institutions shall award full recognition preferably by using ECTS credits. In the particular case of a period of placement that is not part of the curriculum of the student, the sending institution shall provide recognition at least by recording this period in the Diploma Supplement or, if not possible, in the student's transcript of records. In addition, the use of the Europass mobility document is strongly encouraged.

3. NO FEES

- No university fees (for tuition, registration, examinations, access to laboratory and library facilities, etc.) are to be paid to the host institution for the agreed course of study. However, small fees may be charged for costs such as insurance, student unions and the use of miscellaneous material such as photocopies, laboratory products on the same basis as these are charged to local students. Students shall be informed that they continue to pay normal academic fees to their home institution during their period of study abroad.
- While an Erasmus student may be required to pay standard academic fees at the home institution, outgoing Erasmus students shall not be liable to any additional fees or charges in connection with the organisation or administration of their Erasmus mobility.

4. RECOGNITION AND LEARNING AGREEMENT OR TRAINING AGREEMENT

- Before a student commences an Erasmus study period, his/her home institution shall check that the programme of study to be followed at the host institution is acceptable for the purposes of the degree the student is currently working toward, and that the Erasmus study can therefore be recognised following its satisfactory completion.
- For study mobility, each student shall be issued a Learning Agreement in advance of the study period. The Learning Agreement shall be agreed by the host institution, the home institution and the student.
- For placement mobility, the student must be provided with a personalised Training Agreement regarding the programme of the placement period; this agreement must be endorsed by the home institution, the host enterprise/organisation and the student. Within the first week of arrival the student will discuss in detail the tasks to carry out with the mentor to come to a common understanding.
- Any revision to a Learning/Training Agreement found to be necessary when the student first arrives at the host institution/organisation shall be finalised and formalised within one month of the student's arrival. Any subsequent changes to the Learning/Training Agreement which become necessary shall be formally agreed by all three parties and executed promptly.
- Upon satisfactory completion of the mobility period, the host institution/enterprise/organisation shall provide the student with a transcript of records or a transcript of work completed in accordance with the Learning or Training Agreement.
- Credit for, or recognition of studies or the placement undertaken by the student at the host institution/enterprise/organisation may be withheld only if the student fails to achieve the level of academic/professional attainment required by the host institution/enterprise/organisation or otherwise fails to satisfy the agreed conditions required by the participating institutions for recognition.
- The Training Agreement includes the "Quality Commitment" for student placements. The Quality Commitment is the standard document which outlines the roles and responsibilities of the parties to the student placement.

5. THE ERASMUS STUDENT CHARTER

- All the rights and obligations of an Erasmus student are written down in the Erasmus Student Charter, which is given by its institution to each student before leaving for his/her study period abroad.