



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

**Inter-institutional agreement 2018-2020**  
**between institutions from**  
**Programme and Partner Countries**

**[Minimum requirements]**

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**

<b>Full name of the institution / country</b>	<b>Erasmus code or city</b>	<b>Contact details (email, phone)</b>	<b>Website (eg. of the course catalogue)</b>
Dun Laoghaire Institute of Art, Design, and Technology (IADT)	IRL DUBLIN38	Elena Somoza Erasmus Co-ordinator E: <a href="mailto:erasmus@iadt.ie">erasmus@iadt.ie</a> T: +353 1 239 4922	<a href="http://www.iadt.ie">www.iadt.ie</a> <a href="http://www.iadt.ie/study/erasmus/incoming-students">www.iadt.ie/study/erasmus/incoming-students</a>
Sumy State University	UA SUMY	Institutional Coordinator: Kostyantyn I. Kyrychenko Head of the International Affairs Office  Tel/fax: +38 (0542)33-10-81	<a href="http://sumdu.edu.ua/int/en">http://sumdu.edu.ua/int/en</a>

		Email: info@dir.sumdu.edu.ua  academobility@dir.sumdu.edu.ua	
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**B. Mobility numbers**

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
IRL DUBLIN38	SUMY					0
UA SUMY	IRL DUBLIN38					2

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	Staff Mobility for Training *	
					[total number of days of teaching periods or average duration*]	
IRL DUBLIN38	SUMY			0	6	
UA SUMY	IRL DUBLIN38			0	15	

### 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 instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility [Minimum recommended level: B1]	Staff Mobility [Minimum recommended level: B2]
IRL DUBLIN38		English		B2	B2
UA SUMY		English		B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

### 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](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**

IRL DUBLIN38 has have the infrastructure to welcome students and staff with disabilities. Institution to be notified in advanced.

## F. Information

### 1. 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:

<b>Institution</b> [Erasmus code or city]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
IRL DUBLIN38	E: <a href="mailto:erasmus@iadt.ie">erasmus@iadt.ie</a> T: +353 1 239 4922	<a href="http://www.inis.gov.ie">www.inis.gov.ie</a>
UA SUMY	International Affairs Office Tel: +38 (0542) 68-77-84 Email: <a href="mailto:academobility@dir.sumdu.edu.ua">academobility@dir.sumdu.edu.ua</a>	State Migration Service in Sumy region <a href="http://sm.dmsu.gov.ua">http://sm.dmsu.gov.ua</a>

### 2. 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:

<b>Institution</b> [Erasmus code or city]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
IRL DUBLIN38	E: <a href="mailto:erasmus@iadt.ie">erasmus@iadt.ie</a> T: +353 1 239 4922	Insurance must be organised in the country of origin of the participants
UA SUMY	International Affairs Office Tel: +38 (0542) 68-77-84 Email: <a href="mailto:academobility@dir.sumdu.edu.ua">academobility@dir.sumdu.edu.ua</a>	Health insurance is needed for the whole stay in Ukraine


### 3. 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
IRL DUBLIN38	E: <a href="mailto:erasmus@iadt.ie">erasmus@iadt.ie</a> T: +353 1 239 4922	Visiting staff: Accommodation for incoming participants will be booked by IADT Erasmus Office in a nearby hotel  Student Traineeships: <a href="http://www.iadt.ie/study/erasmus/incoming-students">www.iadt.ie/study/erasmus/incoming-students</a> (guidance will be provided to the students)
UA SUMY	International Affairs Office Tel: +38 (0542) 68-77-84 Email: <a href="mailto:academobility@dir.sumdu.edu.ua">academobility@dir.sumdu.edu.ua</a>	<a href="http://study.sumdu.edu.ua/en/living-conditions.html">http://study.sumdu.edu.ua/en/living-conditions.html</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code or name and city]	Name, function	Date	Signature
IRL DUBLIN38	Dr Annie Doona President	19.09.2018	
UA SUMY	Assoc. Prof. Volodymyr O. Lyubchak Vice-Rector for International Affairs	20.09.2018	