Erasmus+ Programme

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

Inter-institutional agreement 2018-2021
between institutions from
programme and partner countries

This agreement is only valid under the condition that Uppsala University is granted funding within the Erasmus+ programme by Universitets- och högskolerådet (UHR) in Sweden. The actual grant may be reduced or increased by UHR, influencing the total number and length of scholarships available and may only be valid for one academic year during the period.

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 [1] 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

Name of the institution	Erasmus code	Contact details[2] (Name, E-mail, Phone, PIC-code)
UPPSALA UNIVERSITY	**S UPPSALA01**	Ulrica Ouline Erasmus@uu.se +46 184 71 1971 999985029
NATIONAL TAIWAN NORMAL UNIVERSITY	**TAIPEI[3]**	Angel Cheng angel@csie.ntnu.edu.tw +886-2-7734-6660 911749173

---

[1] http://eacea.ec.europa.eu/funding/2014/call_he_charter_en.php
[2] Contact details to reach the officer in charge of this agreement
[3] Partner Countries HEI should mention the city where they are located

B. Mobility numbers 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.

B.1. Students

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle 1st, 2nd, 3rd[4]	Total Number of students/Total number of months
S UPPSALA01	NTNU	11.3[5]	Informatics, Computer Science	BA/MA	4 students/20 months
NTNU	S UPPSALA01	11.3	Informatics, Computer Science	BA/MA	4 students/20 months

B.2. Staff

FROM	TO	Subject area ISCED	Subject area name ISCED	Training/ Teaching	Total Number staff mobility/Total number of days
NTNU	S UPPSALA01	11.3	Informatics, Computer Science	Staff	1 staff/12 days
S UPPSALA01	NTNU	11.3	Informatics, Computer Science	Staff	1 staff /12 days

B.3. Teacher

FROM	TO	Subject area ISCED	Subject area name ISCED	Training/ Teaching	Total Number staff mobility/Total number of days
NTNU	S UPPSALA01	11.3	Informatics, Computer Science	Teaching	2 teachers/24 days
S UPPSALA01	NTNU	11.3	Informatics, Computer Science	Teaching	1 teacher/12 days

---

[4] 1 - BA, 2- MA, 3- PhD

[5] UU: Dept of Information Technology, NTNU: Dept of Computer Science and Information Engineering

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	Language of instruction 1	Language of instruction 2	Recommended English language level	
			Student Mobility for Studies	Staff Mobility for Teaching/Training
S UPPSALA01	English	Swedish	B2	B2
NTNU	English	Mandarin	Preferably B2	Preferably B2

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**[6] of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: http://eacea.ec.europa.eu/funding/2014/call_he_charter_en.php

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.

---

[6] Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.

- 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 organizational 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.   Calendar

1. Student/staff application deadlines:

Receiving institution	Autumn/Winter term[7] [month]	Spring/Summer term[8] [month]
S UPPSALA01	Staff/Teachers: April 15 Students: March 15	Staff/Teachers: October 15 Students: as agreed
NTNU	Staff/Teachers: as agreed Students: April 30	Staff/Teachers: as agreed Students: N/A

2. The receiving institutions will send their decisions within 6 weeks after deadline.

---

[7] To be adapted in case of a trimester system.
[8] To be adapted in case of a trimester system.

3. A Transcript of Records will be issued by the receiving institution no later than 12 weeks after the assessment period has finished at the receiving HEI.

4. Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before September 1st the year before the changes takes place. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F.   Information

	S UPPSALA01	TAIPEI
WWW for Incoming Students	www.uu.se/education www.it.uu.se/student/incoming_students	http://ap.itc.ntnu.edu.tw/istudent/IE/
WWW Course Catalogue	www.it.uu.se/student/programmes_and_courses?lang=en	http://courseap.itc.ntnu.edu.tw/acadmOpenCourse/index.jsp
Housing[9]	www.housingoffice.se	https://www.sce.ntnu.edu.tw/home/en/accommodation/ http://www.sa.ntnu.edu.tw/files/13-1000-1572.php
Contact details	student@housingoffice.se	angel@csie.ntnu.edu.tw
WWW Visa Information[10]	www.migrationsverket.se/English/Private-individuals/Studying-in-Sweden/Universities-and-university-college/How-to-apply-for-the-first-time.html	https://www.boca.gov.tw/cp-166-284-6f5f7-2.html
Contact details	anders.berglund@it.uu.se	yho@csie.ntnu.edu.tw
WWW Insurance Information[11]	www.uu.se/en/students/support-and-services/insurance (students); www.kammarkollegiet.se/en/insurance-foreign-visitors (staff)	Proof of medical insurance covering the first 6 months of stay; from the 7th month, participants are required to join National Health Insurance of Taiwan: https://www.nhi.gov.tw/English/Content_List.aspx?n=7B24D0240347DAA8&topn=BCB2B0D2433F6491
Contact details	anders.berglund@it.uu.se	yho@csie.ntnu.edu.tw
ECTS Users' Guide	www.uu.se/education	http://www.aa.ntnu.edu.tw/rule/recruit.php?Sn=37

---

[9] The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.
[10] 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 ECHE.
[11] The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

WWW Students and Staff with Disabilities	www.uu.se/en/students/support-and-services/disabilites	http://web.spc.ntnu.edu.tw/introduction/super_pages.php?ID=environment1&Sn=2
Contact details	samordnare@uadm.uu.se	angel@csie.ntnu.edu.tw
Research links	www.uu.se/en/research/ www.it.uu.se/research	http://www.acad.ntnu.edu.tw/en/main.php www.csie.ntnu.edu.tw

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature[12]
S UPPSALA01	Erika Dabhilkar, Head of International Office	07/01/2019	
NTNU	Berlin Chen Chair, Department of Computer Science and Information Engineering	26/12/2018	

---

[12] Scanned signatures are accepted