



Inter-institutional agreement 2014-20[XX] between programme countries

Minimum requirements for the sector of higher music education

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme and to respect the quality requirements of the Erasmus Charter for Higher Education. Both parties will endeavour to carry out the agreement to the best of their abilities but reserve the right to withdraw in cases where reciprocity proves impossible and standards are not met. Both parties will also reserve the right to choose the incoming students based on their level, available funding and staff resources.

A. Information about higher education institutions

	Institution 1	Institution 2
Name of the institution (and department, where relevant)		
Address		
Erasmus Code		
Website: Homepage		
Website English Language page		
Erasmus Coordinator		
Phone		
Fax		
Email		

B. Mobility numbers per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Indicative number of Student mobility periods						
			A. Student Mobility for Studies			B. Student Mobility for Traineeships			
			Study cycle	No. of students	Average duration	Study cycle	No. of students	Average duration	
			Indicative number of Staff mobility periods						
			C. Staff Mobility for Teaching		D. Staff Mobility for Training				
			No. of staff	Average duration	No. of staff	Average duration			

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:

Institution [Erasmus code]	Language(s) of instruction 1	Language (s) of instruction 2	Recommended level in language of instruction (students and staff) ¹ Please give brief statement or provide link to information on website

D. Any additional requirements

Institution [Erasmus code]	Additional requirements [e.g. selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff, infrastructure to welcome students and staff with disabilities.]

E. Calendar

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

Institution [Erasmus code]	Term	Application Deadline	Average time taken for decision	Academic Year dates Please give link to calendar on Website
	Fall			
	Spring			
	Fall			
	Spring			

A Transcript of Records for each student accepted on a period of mobility for study will be issued by the receiving institution not later than 5 weeks after the assessment period has finished at the receiving HEI.

F. Termination of the agreement

Notice of at least one academic year should be given for the termination of the agreement. 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Signatures of the institutions (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²

¹ The use of the [Common European Framework of Reference for Languages \(CEFR\)](#) is recommended.

² Scanned signatures are accepted

Appendix: additional information (to be regarded as part of the agreement)

1. Grading Systems of the institutions

Institution [Erasmus code]	Brief Description of Grading System (or link to relevant webpage)

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]	Contact details	Website for information

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]	Contact details	Website for information

4. Housing

The receiving institution will guide 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 contact points and information sources:

Institution [Erasmus code]	Contact details	Website for information