



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2020/21-2022/23<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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 related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

#### A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Dublin City University School of Mechanical & Manufacturing Engineering	IRLDUBLIN04	<b>Mobility Co-Ordinator</b> Audrey Byrne, International Office Collins Avenue, Dublin 9, Ireland Ph: 00353 1 7008693 Email: <a href="mailto:exchange@dcu.ie">exchange@dcu.ie</a> <b>Dept. Contacts:</b> Dr Sithara Sreenilayam, School of MME <a href="mailto:sithara.sreenilayam@dcu.ie">sithara.sreenilayam@dcu.ie</a>	<a href="http://www.dcu.ie">www.dcu.ie</a>
Cochin University of Science & Technology International School of Photonics (ISP) OID no. E10212476	E10212476	<b>Prof. Kailasnath Madanan</b> International School of Photonics (ISP) Cochin University of Science and Technology Kochi -682022, Kerala, India <b>E-mail:</b> <a href="mailto:kailas@cusat.ac.in">kailas@cusat.ac.in</a> Ph : 919447213863	<a href="http://www.photonics.cusat.ac.in">www.photonics.cusat.ac.in</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

--	--	--	--

**B. Mobility numbers<sup>5</sup> 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.

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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships * [Not relevant for calls 2015-2017]
IRLDUBLIN04	E10212476	0710	Engineering			
E10212476	IRLDUBLIN04	0710	Engineering		1 x 6 months	

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:  
<http://www.uis.unesco.org/Education/Pages/International-standard-classification-of-education.aspx>)

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

### 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:

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  [total number of days of teaching periods or average duration *]	Staff Mobility for Training
IRLDUBLIN04	E10212476	0710	Engineering	1 x 1 week	
E10212476	IRLDUBLIN04	0710	Engineering	1 x 1 week	

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
IRLDUBLIN04		English		B2	B2

<sup>6</sup> For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

E10212476				
-----------	--	--	--	--

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

## D. Additional requirements

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

### IRL DUBLIN 04:

**Students with disabilities can find more information at:**

<http://www.dcu.ie/students/disability/index.shtml>

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
IRLDUBLIN04	April 30 <sup>th</sup>	September 30 <sup>th</sup>
E10212476		

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

2. The receiving institution will send its decision within [6] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [5] 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

*In the event of unilateral termination of the agreement, 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. "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."*

## F. Information

### 1. Grading systems of the institutions

#### IRL DUBLIN 04:

<https://www.dcu.ie/sites/default/files/registry/Marks%20%26%20Standards%202013.1.pdf>

### 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
IRLDUBLIN04	<a href="mailto:exchange@dcu.ie">exchange@dcu.ie</a>	<a href="http://www.dcu.ie/international">www.dcu.ie/international</a>
E10212476	<a href="mailto:kailas@cusat.ac.in">kailas@cusat.ac.in</a> <a href="mailto:oir@cusat.ac.in">oir@cusat.ac.in</a>	<a href="http://www.photonics.cusat.ac.in">www.photonics.cusat.ac.in</a>

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
IRLDUBLIN04	<a href="mailto:International.office@dcu.ie">International.office@dcu.ie</a>	<a href="http://www.dcu.ie/international">www.dcu.ie/international</a>
E10212476	<a href="mailto:kailas@cusat.ac.in">kailas@cusat.ac.in</a> <a href="mailto:oir@cusat.ac.in">oir@cusat.ac.in</a>	<a href="http://www.photonics.cusat.ac.in">www.photonics.cusat.ac.in</a>

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
IRLDUBLIN04	<a href="mailto:Campus.residences@dcu.ie">Campus.residences@dcu.ie</a>	<a href="http://www.dcuaccommodation.ie/">http://www.dcuaccommodation.ie/</a>
E10212476	<a href="mailto:kailas@cusat.ac.in">kailas@cusat.ac.in</a> <a href="mailto:oir@cusat.ac.in">oir@cusat.ac.in</a>	<a href="http://www.photonics.cusat.ac.in">www.photonics.cusat.ac.in</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
IRLDUBLIN04	Audrey Byrne Mobilities Officer Caroline Magee Interim Mobilities Officer	signed remotely for DCU by 19/05/2022	
E10212476	Dr. Meera V. Registrar CUSAT registrar@cusat.ac.in	24-02- 2022	 Dr. MEERA V. Registrar Cochin University of Science and Technology Kochi - 682 022, Kerala



<sup>7</sup> Scanned signatures are accepted