



Erasmus+ Programme



Association
Européenne d'
Conservatoire

Inter-institutional agreement 2014-2020 between programme countries

Minimum requirements for the sector of higher performing arts 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)	Taideyliopisto, Teatterikorkeakoulu	Justus Liebig University Giessen
Address	P.O.Box 20, FI-00097 Uniarts, Finland (visiting address: Haapaniemenkatu 6, Helsinki)	International Office, EU Programmes, Goethestrasse 58, 35390 Giessen, Germany
Erasmus Code	SF HELSINK42	D GIESSEN01
Website: Homepage	www.teak.fi , www.uniarts.fi	www.uni-giessen.de ; www.uni-giessen.de/cms/mug/7
Website English Language page	www.teak.fi/eng/	http://www.uni-giessen.de/cms/international-pages?set_language=en
Erasmus Coordinator	International Relations Coordinator Jonna Sundberg	Julia-Sophie Rothmann
Phone	+358 400 792170	+49 641 99 12131/-2/-4
Fax		+49 641 99 12139
Email	Jonna.sundberg@teak.fi	europa-aaa@admin.uni-giessen.de

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
SF HELSINK42	D GIESSEN01	0215	1 st , 2 nd	2	5 months			
D GIESSEN01	SF HELSINK42	0215	1 st , 2 nd	2	5 months			
			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	
SF HELSINK42	D GIESSEN01	0215	1		Min 2 days			Min 5 days
D GIESSEN01	SF HELSINK42	0215	1		Min 2 days			Min 5 days

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
SF HELSINK42	Finnish	English	B2 English
D GIESSEN01	German	English	B1 In German or B2 in English

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.]
SF HELSINK42	We reserve the right to choose the Incoming students based on their level, available funding, suitable courses and staff resources. Students will send an application form together with cv, transcript of records, motivation letter, photo and (dance and choreography students) dvd/link to video.
D GIESSEN01	Information for disabled students <u>Accessibility:</u> Guidance systems exist in all new buildings but not in the old ones. Elevators exist in most of the buildings. <u>Accommodation:</u> wheelchair accessible study bedrooms are available: contact Studentenwerk Gießen - Studentisches Wohnen, Otto-Behagel-Str. 23, 35394 Gießen www.studentenwerk-giessen.de/Studentisches_Wohnen or one of the above contact persons <u>Library:</u> special computer labs for visually impaired (Braille) - braille pinter - reader to zoom texts - speech output available <u>Learning support:</u> lendable braille typewriter, braille terminal, DAISY-player, screen readers and mobile induction loops <u>Assessments:</u> extra time in examinations and similar compensations are possible <u>Contact person:</u> Ms. Magdalena Kaim, Student Counselling Service, Unit for disabled students and students with a chronic disease, Goethestrasse 58, D-35390 Gießen, Germany, Tel: +49 641 99 16216; Email: studlum-barrierefrei@uni-giessen.de

E. Calendar

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


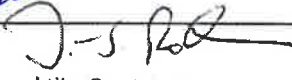
Institution [Erasmus code]	Term	Application Deadline	Average time taken for decision	Academic Year dates Please give link to calendar on Website
SF HELSINK42	Fall	31 st March	4 weeks	August-December
	Spring	1 st October	4 weeks	January-June
D GIESSEN01	Fall	June 15 th	5 weeks	October-March
	Spring	December 15 th	5 weeks	April- September

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
SF HELSINK42	Maarit Ruikka, Acting Dean, Theatre Academy		
D GIESSEN01	Prof. Dr. Joybrato Mukherjee, President	10.04.14	

Julla-Sophie Rothmann
ERASMUS Institutional Coordinator
Justus-Liebig-Universität Gießen
Der Präsident
Akademisches Auslandsamt
Goethestrasse 58
D-35390 Gießen

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)
SF HELSINK42	http://www.teak.fi/Studies
D GIESSEN01	www.uni-giessen.de/cms/muq/7/7_34_00_1

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
SF HELSINK42	international@teak.fi	http://www.teak.fi/Studies/Exchange_Students
D GIESSEN01	Counselling for International Students Petra Schulze/Jessica Wilzek International Office, Goethestrasse 58, 35390 Giessen Germany Tel: +49 641 99 12143/74 Fax: +49 641 99 12179 Email: studium-international@uni-giessen.de	www.uni-giessen.de/cms/internationales/studieren/lu/einreisen

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
SF HELSINK42	international@teak.fi	http://www.teak.fi/Studies/Exchange_Students
D GIESSEN01	Counselling for International Students Petra Schulze/Jessica Wilzek Tel: +49 641 99 12143/74 Email: studium-international@uni-giessen.de	www.uni-giessen.de/cms/internationales/studieren/lu/einreisen

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
SF HELSINK42	international@teak.fi	http://www.teak.fi/Studies/Exchange_Students
D GIESSEN01	Julia-Sophie Rothmann europa-aaa@admin.uni-giessen.de Tel: +49 641 99 12131	www.uni-giessen.de/cms/acc

