



**Erasmus+ Programme
Key Action 1 Learning mobility for higher education students and staff**

**Inter-institutional Agreement (IIA)
between EU Member States (Programme Countries and
third countries not associated to the Programme (Partner Countries)**

0. Background

The institutions named in the table below agreed to cooperate for the exchange of students and staff as stipulated in the bilateral "Student Exchange Agreement" (Annex 1) and, if applicable, the "Agreement on Academic Cooperation" (Annex 2) concluded between the institutions (hereafter the Partner Agreements).

Against the background of the Partner Agreements, the Inter-institutional Agreement (IIA) is to be concluded for the sole purpose to grant financial support to students and staff for an academic mobility period through the Erasmus+ Programme Key Action 1 Learning mobility for higher education students and/or staff, specifically within the project funding lines (<https://erasmus-plus.ec.europa.eu/programme-guide/erasmusplus-programme-guide>):

- KA131 international: scholarships for student mobility from programme countries to partner countries
- KA171 international credit mobility: scholarships for student and staff exchange between programme and partner countries.

The Erasmus+ KA1 funding option will be subject to annual change thoroughly depending on the specific budget made available to Leipzig University by the European Commission and the National Agency German Academic Exchange Service (Deutscher Akademischer Austauschdienst/ DAAD) within the applicable Erasmus+ projects.

The IIA comprises the Erasmus+ Programme Duration commencing on 1 July 2023 and valid until the end of the anticipated last Erasmus+ project on 31 July 2029.

Both institutions commit to respect the quality requirements as outlined in the Erasmus Charter for Higher Education¹ in all aspects of the organisation and management of the mobility as described in this IIA, in particular the recognition of the approved credits (or equivalent) awarded to students by the host institution. The institutions also commit to sound and transparent management of the project and if applicable of the allocated funds through Erasmus+.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR² and in line with the technical standards of the European Student Card Initiative³, when this becomes available for international mobility involving Partner Countries in the Erasmus+ Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

¹ https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

² https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

³ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

1. Information about the higher education institutions

Name of the institution	Erasmus code or city and OID (Organisation Identification Code)	Contact details (name, unit, email, phone)	Websites
General: Leipzig University	D LEIPZIG01 E10208745	<p>International Centre Dr. Svend Poller (Director) international@uni-leipzig.de t: +49 341 9732020</p> <p>Erasmus+ Institutional Coordination Anne Vorpapel (Project Manager) erasmus.agreements@zv.uni-leipzig.de</p> <p>Jane Moros (Senior Student Advisor) jane.moros@zv.uni-leipzig.de t: t: +49 341 9732032</p>	<p>www.uni-leipzig.de</p> <p>Erasmus+ Institutional Fact Sheet - Leipzig University: https://www.uni-leipzig.de/fileadmin/ul/Dokumente/211201_FactSheet_EN.pdf</p>
Faculty/faculties: all faculties available			Course catalogue: https://almaweb.uni-leipzig.de/vvz/
Universidad de Chile	Santiago PIC: 999447067	<p>Office of International Affairs Prof. Alicia Salomone Director Osvaldo Guzman PME / Student Exchange <i>University-wide Student Exchange Program</i> oguzman@uchile.cl - Tel. +56 2 2978 2161 Av. Diagonal Paraguay 265, oficina 1705, Santiago, Chile</p>	<p>https://uchile.cl/rrii https://uchile.cl/pme</p>

2. Mobility numbers and duration

Both institutions agree to exchange students and/or staff as stipulated under the Partner Agreements (Annex 1 and 2) and, if available, to be funded for the physical stay periods in the host country by Erasmus+ KA1 according to the Erasmus+ Programme Guide (<https://erasmus-plus.ec.europa.eu/programme-guide/erasmusplus-programme-guide>).

Leipzig University will inform the partner institution about the detailed numbers for the Erasmus+ funding option per academic year by 1 February of the previous academic year (Annex 3) the latest. The Erasmus+ KA1 funding is applied only to those students and/or staff nominated for a period abroad under the Partner Agreements (Annex 1 and 2) and does not alter the herein agreed availability of students exchange places.

The Erasmus+ Programme allows flexibility within the financial boundaries of the institutional grant. Direction and duration of funding for mobility as well as the number of persons may be subject to change within each project period. In case of necessary updates in the mobility numbers for funding, the partners agree to accept informal communication means (e.g. exchanges of emails as written proof).

Leipzig University will provide the eligible participants from both institutions with financial support from the European Union Erasmus+ funds, if available, for their academic mobility abroad in accordance with the numbers set in Annex 3.

The financial support is only eligible for an actual physical stay in the host country. Therefore, all periods of learning or working under the responsibility of the receiving institution shall count towards the total duration of the period abroad funded through Erasmus+ if carried out in the same location as the receiving institution. If participants plan to commence the Erasmus period online while remaining at the sending institution's location, this shall not qualify for an Erasmus+ status or a financial support.

Due to limited project funds, only the duration of stay referred to in Annex 3 may be financed by Erasmus+. The actual academic stay of each person may exceed this duration and must then be additionally funded by the individual participant.

3. Required language skills

The sending institution is responsible for providing support to its nominated candidates so that they can have the required language skills⁴ at the start of the mobility period. The receiving institution makes all efforts to support the exchange students to achieve a higher level of language skills. This shall also apply to the local language if different from the instruction language.

Receiving institution	Subject area	Language of instruction 1	Language of instruction 2	Required level	
				Student Mobility	Staff Mobility
D Leipzig 01	Relevant programmes ⁵	German	English or other in degree	B2 C1 for subjects Medicine (German)	adequate for teaching

⁴ Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

⁵ Details about study programmes at Leipzig University at <http://www.zv.uni-leipzig.de/en/study/study-opportunities/study-programmes.html>

AVP

			programmes of Philology	only) and Translation (resp. languages)	purposes, no proof asked
Universidad de Chile	Relevant programmes https://uchile.cl/pme	Spanish	Spanish	B2	adequate for teaching purposes, no proof asked

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education and Annex 1 and 2, partners commit to charge

- no tuition fees to students;
- no fees in connection with the mere organisation or administration of the Erasmus+ mobility period;
- no fees for registration, examinations or access to laboratory and library facilities.

Nevertheless, students may be charged small fees on the same basis as local students, such as the "Semesterbeitrag/ semester fee" at Leipzig University, which comprises costs for student unions, benefits for meals in the student cafeterias and public transport, as well as fees for insurance or the use of miscellaneous material.

Exchange students must register/enrol at their home institution and pay the fees required of them by their home institution in order to participate in the Erasmus+ Programme.

Any violation to this rule by the partners shall be brought to the attention of the National Agency (in Germany: German Academic Exchange Service), which is responsible for monitoring and budget supervision on behalf of the European Union, and may lead to the termination of this inter-institutional agreement, if no corrective measures are taken.

5. Outreach and Selection of participants: calendar, application procedure and requirements

Partners commit to reaching out to potential participants with fewer opportunities to encourage their participation in the exchange and with that to be aware about the funding through the Erasmus+ Programme.

Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility and for Erasmus+ funding outlined in their respective websites. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.

In the case of student mobility funding, partners will ensure that other elements beyond academic merit are taken into account to ensure participation and funding of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

For admission to an institution as an exchange student eligible for Erasmus+ funding, each student must:

- (i) meet the admission and language requirements of the host institution;
- (ii) meet the host institution's entry requirements for enrolment in each subject in which they intend to enrol;

- (iii) complete the host institution's application form and provide supporting admission documents and submit them to the host institution via their home institution;
- (iv) submit a study programme for approval by both institutions in the form of a 'Learning Agreement';
- (v) enter into the Student Grant Agreement for student mobility funding between Programme and Partner Countries; and
- (vi) enrol at both institutions for the entire exchange period as full time enrolment.

For an invitation from an institution, the relevant staff member must:

- (i) submit an application to the host institution via their home institution;
- (ii) agree on a the work plan for the stay in an individual 'Mobility Agreement'.
- (iii) an eligible staff member must agree to a Staff Grant Agreement for teaching or training.

Alp

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

Receiving institution	Term duration	Deadlines
Leipzig University	Winter Term: from 01 Oct to 31 Mar	Nomination by 15 May Application by 15 June
Leipzig University	Spring Term: from 01 Apr to 30 Sep	Nomination by 01 Nov Application by 01 Dec
Universidad de Chile	First Semester: from: March to July	Nomination by 01 September Application during April
Universidad de Chile	Second semester from: August to March	Nomination by 01 March Application during October

The receiving institution will make all efforts to send its decision for admission of students within 5 weeks after the supporting documents have been received.

Enrolment is subject to compliance with the visa requirements of the host institution's country. The host institution is not liable to the home institution for ceasing or suspending enrolment of an exchange student due to that exchange student's non-compliance with visa requirements or conditions of enrolment.

6. Preparation and support

The Higher Education Institution in a Programme Country commits to:

- ensure that students are aware of their rights and obligations as defined in the [Erasmus Student Charter](#)⁶.
- arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below or an institutional data sheet provided as annex to the IIA:

- The receiving institution will guide incoming mobile participants in finding **accommodation**. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- The sending institution ensures that outgoing mobile participants are well prepared for their activities abroad, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- The institutions provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if possible, use project funds in the most inclusive way to cover related costs partially or in full.
- The institutions provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if possible, use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

⁶ The Erasmus Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

Alp

- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- The institutions provide **appropriate mentoring and support arrangements** for mobile participants as well as **integrate incoming mobile participants** into the wider student community and in the institution's everyday life.
- The institution to which the Erasmus+ KA1 funding is allocated provides Erasmus+ participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

Preparatory & Support Measures	Institution	Contact details (email, phone)	Website for information & arrangements
Accommodation	Leipzig University	Please access details in the Erasmus+ Institutional Fact Sheet under: https://www.uni-leipzig.de/fileadmin/ul/Dokumente/211201_Fact-Sheet_EN.pdf	
Language Support			
Visa			
Insurance			
Inclusion of participants with fewer opportunities			
Accommodation	Universidad de Chile	https://uchile.cl/rrii https://uchile.cl/pme Osvaldo Guzman PME / Student Exchange <i>University-wide Student Exchange Program</i> oguzman@uchile.cl	
Language Support			
Visa			
Insurance			
Inclusion of participants with fewer opportunities			

7. Recognition

Institutions commit to:

- ensure recognition for activities satisfactorily completed.
- 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 institution and the mobile participants.
- accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.

Partners commit to take measures to ensure recognition of student and staff mobility upon their return, including:

- provision to incoming mobile students and their sending institutions with free-of-charge transcripts of grades and merits no later than 8 weeks after the assessment period has finished at the receiving institution. The documents must be in English or in the language of the sending institution.
- provision to staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

Institution [Erasmus code or city]	Website for information
Leipzig University	Please access details in the Erasmus+ Institutional Fact Sheet under: https://www.uni-leipzig.de/fileadmin/ul/Dokumente/211201_Fact-Sheet_EN.pdf
Universidad de Chile	https://uchile.cl/rrii https://uchile.cl/pme

9. Any other information regarding the terms of the agreement (optional)

10. Termination of the agreement

The IIA will enter into force from the date it is signed by both parties.

The agreement can be terminated unilaterally, as long as at least a one academic year notice is 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. The parties shall attempt to resolve in good faith any dispute arising between them out of the operation of this Agreement. If the dispute cannot be resolved informally, it shall be referred to a senior post-holder within each institution. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

11. ANNEXES

This Agreement includes as an integral part the following annexes:

- Student Exchange Agreement (Annex 1) and,
- if applicable, Agreement on Academic Cooperation (Annex 2)
- Overview of annual Erasmus+ Funding opportunities by Leipzig University (Annex 3)

12. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ⁷
Leipzig University	Anne Vorpapel (Project Manager) on behalf of International Centre Dr. Svend Poller (Director)	7 Oct. 2023	
Universidad de Chile	Prof. Alicia Salomone Director Office of International Affairs Universidad de Chile	6 Oct. 2023	

Leipzig University
International Centre
Goethestraße 3 - 5
04109 Leipzig | Germany

⁷ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

