

The Hashemite University



الجامعة الهاشمية



Deanship of Academic Development
and International Outreach

عمادة التطوير الأكاديمي
والتواصل الدولي

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Office of the Dean

مكتب العميد

الأستاذ الدكتور سلطان المعاني / نائب الرئيس للشؤون الطلابية والاتصال الخارجي المحترم

د. سلطان المعاني / الأردن
٥ / ١ / ٩
٣٠١٠٢٣ / ٦٠٧

تحية طيبة وبعد،،،

ارفق طياً اتفاقية التعاون التي تم توقيعها ما بين الجامعة الهاشمية وجامعة

UNIVERSIDAD DE

LEON / الإسبانية.

راجياً التكرم بالاطلاع والعلم..

وتفضلوا بقبول فائق الاحترام ،،،،،

عميد التطوير الأكاديمي والتواصل الدولي

الأستاذ الدكتور عدنان أبو صرة

أ.د. عميد التطوير الأكاديمي

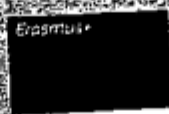
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ص.ع.ب. ٣٣٠١٢٧ / الأردن



Erasmus+ Inter-institutional agreement 2021-2023

between institutions from
Programme and Partner countries



EUROPEAN COMMISSION

Directorate-General for Education, Youth, Sport and Culture
Directorate Innovation, International Cooperation and Sport
Unit C3: International Cooperation

*European Commission
B-1049 Brussels*

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

**Inter-institutional¹ agreement 2021-2023²
between institutions from
Programme and Partner Countries³**

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 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+.

¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Erasmus+ Programme Countries are the EU Member States, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.



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A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ⁴	Contact details ⁵ (email, phone)	Website (eg. of the course catalogue)
The Hashemite University, Jordan	Zarqa; PIC Number: 991910070	Dean of Academic Development & International Outreach Prof. Dr. Adnan Abu-Surrah Email: asurrah@hu.edu.jo Tel: 00962 5 390333, ext. 3226 Vice Dean of Academic Development & International Outreach Dr. Ala' Eftalha Email: alaa.eftalha@hu.edu.jo Tel: 00962 5 390333, ext. 3228	https://hu.edu.jo/en/
UNIVERSIDAD DE LEÓN	E LEON01	Roberto Baelo Álvarez Vicerrector de Internacionalización Oficina de Relaciones Internacionales Campus de Vegazana – Edificio de Servicios s/n E-24007 León – Spain internacional@unileon.es Tel: +34 987 291612	www.studyinleon.es www.unileon.es/internacional https://www.unileon.es/fil/es/diptico-programa-padrino_0.pdf

B. Mobility numbers⁶ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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	TO [Erasmus	Subject area	Subject area	Study cycle	Number of student mobility periods
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⁴ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁵ Contact details to reach the senior officer in charge of this agreement.

⁶ 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>)



code or city of the sending institution]	code or city of the receiving institution]	code * [ISCED]	name *	[short cycle, 1 st , 2 nd or 3 rd]	Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
The Hashemite University	E LEON01	To be confirmed	To be confirmed	<input checked="" type="checkbox"/> 1 st <input checked="" type="checkbox"/> 2 nd <input checked="" type="checkbox"/> 3 rd	1 (5 months)	0
E LEON01	The Hashemite University	To be confirmed	To be confirmed	<input checked="" type="checkbox"/> 1 st <input checked="" type="checkbox"/> 2 nd <input checked="" type="checkbox"/> 3 rd	1 (5 months)	0

[*Optional: subject area code & name and study cycle are optional.]

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	Staff Mobility for Training
				[total number of days of teaching periods or average duration*]	
The Hashemite University	E LEON01	To be confirmed	To be confirmed	1 (5 days)	0
E LEON01	The Hashemite University	To be confirmed	To be confirmed	1 (5 days)	0

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 [Erasmus]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁷	
				Student Mobility	Staff Mobility for

⁷ 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>



code or city]				for Studies	Teaching
				[Minimum recommended level: B1]	[Minimum recommended level: B2]
The Hashemite University	Any subject	English	English	B1	B2
E LEON01		English	Spanish	B1	B2

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

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en.

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.



- 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 organisational 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. Additional requirements

The partners hereby commit to **prepare and publish a public call** for each exchange cohort stating:

- Number of mobilities offered.
- Duration of mobilities.
- Financial support that beneficiaries will receive.
- Valorisation scale and selection criteria.
- Composition of the Selection Committee.

The Selection Process must be fair, transparent and documented, guaranteeing equal opportunities to all participants. The allocation of mobilities should be carried out by



rigorous order of scoring and preference of the candidates. The partner will share the web link of each call.

Beneficiaries need to fill-in a Mobility/Learning/Training Agreement.

Mobile students must purchase the Oncampus accident and emergency insurance for the duration of their mobility. <https://oncampus.es/seguros/oncampus-estudia/>

Staff members also need to take the Oncampus accident and emergency insurance for the duration of their mobility. <https://oncampus.es/seguros/oncampus-pdipas/>

Students need to officially enrol at their home university and pay fees there. The partners will not charge for tuition, enrolment, access to exams or laboratories and library facilities. Only lower costs, on the same basis as local students for costs such as insurance, student's unions and the use of diverse materials are permitted.

The partners will share their infrastructure available to welcome students and staff with disabilities.

The students selected by their home institution for the second and third cycles will need the approval of the corresponding Office (CENTRO DE POSGRADO / DOCTORADO), as well as the commitment of a Professor to be the student's tutor at E LEON01.

F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
The Hashemite University	Oct 10 th	Feb 13 th
E LEON01	JUNE 15 TH	DECEMBER 1 ST

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

2. The receiving Institution will send its decision within 4 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.
4. Termination of the agreement

In the event of unilateral termination, a prior 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 will only take effect as of 1 September of the following year. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information



1. Grading systems of the institutions

E_LEON01		Website for information
		https://www.boe.es/eli/es/rd/2003/09/05/1125
Numerical grade /10	Local grade	
10	MATRÍCULA DE HONOR	
9 - 9,9	SOBRESALIENTE	
7 - 8,9	NOTABLE	
5 - 6,9	APROBADO	
1 - 4,9	SUSPENSO	
NO	NO PRESENTADO (Student did not sit examination)	

Institution [Erasmus code]	Website for information LINK TO YOUR GRADING SYSTEM
Grade	Point
A+	4.00
A	3.75
A-	3.50
B+	3.25
B	3.00
B-	2.75
C+	2.50
C	2.25
C-	2.00
D+	1.75
D	1.50
F	0.00

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 or city]	Contact details (email, phone)	Website for information
The Hashemite University	National Contact Center 00962 6 5008080	https://portal.jordan.gov.jo/
E_LEON01	International Relations Office Erasmuska107@unileon.es	www.studyinleon.es



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 or city]	Contact details (email, phone)	Website for information
The Hashemite University	National Contact Center +962 6 5008080	https://portal.jordan.gov.jo/
E LEON01	Students/Staff must purchase the insurance required by the Universidad de León.	www.studyinleon.es

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:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
The Hashemite University	+962 772243998 +962 797552345	https://hu.edu.jo/en/facnew/index.aspx?typ=235&unitid=70000000
E LEON01	The International Relations Office does not provide accommodati on but a local padrino/ment or will help students to find local accommodati	Housing program: https://www.unileon.es/estudiantes/futuros-estudiantes/servicios-estudiantes/alojamientos



	on	
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G. Signatures of the institutions (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁶
The Hashemite University	Prof. Dr. Fawwaz Al Abed Al Haq University President	20/10/2021	
E LEON01	Roberto Baelo Álvarez Vice-Rector for Internationalisation	20/10/2021	

⁶ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation