EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.
2021-2027

Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Mobility of higher education students and staff

between EU Member States and third countries associated to the Programme and third countries not associated to the Programme

The institutions[1] named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 2025 -2027 in:

- KA131 Higher education mobility supported by internal policy funds
- KA171 Higher education mobility supported by external policy funds

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the Erasmus Charter for Higher Education[2] and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR[3] and in line with the technical standards of the European Student Card Initiative[4], when this becomes available for international mobility involving third countries not associated to the 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] Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

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

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

[4] 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 (and department where relevant)	Erasmus code or city[5]	Contact details [6] (email, phone)	Websites
IES Ribeira Do Louro	**E PONTEVE02**	Lorena Abreu López international@ribeira.org +34679169619	General: www.ribeira.org Faculty/faculties: www.ribeira.org Course catalogue: http://ribeira.org/cursos/
INSTITUTIA PUBLICA ACADEMIA DE MUZICA TEATRU SI ARTE PLASTICE	**CHISINAU**	Victoria Tcacenco amtap2003@yahoo.com +37369186944	General: www.amtap.md Faculty/faculties:https://amtap.md/ro/facultatea-arta-muzicala/ https://amtap.md/ro/facultatea-arta-teatrala,-coregrafica-%C8%99i-multimedia/ https://amtap.md/ro/facultatea-arte-plastice,-decorative-%C8%99i-design/ Course catalogue : https://amtap.md/ro/catalog-al-cursurilor-licenta.html https://amtap.md/ro/catalog-al-cursurilor-masterat.html

[5] Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

[6] Contact details to reach the senior officer in charge of this agreement and of its possible updates.

2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement.

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	*Field of education* [ISCED][7] *(optional)*	*Field of education - clarification* *(optional)*	*Level of education* [EQF] (optional)	Number of mobility periods *Student Mobility* *[Total number of students]*	*Student Mobility* *[Total number of months]*	*Staff Mobility* *[Total number of staff]*	*Staff Mobility* *[Total number of days]*
E PONTEVE02	**CHISINAU**						15 staff	150 days
CHISINAU	**E PONTEVE02**				6 students	18 months	15 staff	150 days

Optional additional information
e.g. blended mobility, etc.

[7] https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf

3. 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[8] at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution [Erasmus code or city]	*Field of education (Optional)*	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [*Minimum recommended level in at least one of the languages: B1*]	Staff Mobility [*Minimum recommended level in at least one of the languages for teaching: B2*]
E PONTEVE02		English	Spanish	B1	B2
CHISINAU		English	Romanian	B1	B2

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.

[8] For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ credit mobility period at their institution. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.

- 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.

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives

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

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.

- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. 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, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline[9]
E PONTEVE02	Winter Term: from September to January Spring Term: from January to June	Winter Term: before the beginning of September Spring Term: before the beginning of January
CHISINAU	Winter Term: from September to January Spring Term: from January to June	Winter Term: before the beginning of September Spring Term: before the beginning of January

The receiving institution will send its decision within [x] weeks and no later than 5 weeks.

[9] Please specify the deadline for each term and, if necessary, adapt to a trimester system.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure		
Receiving Institution [Erasmus code or city]	**Contact details** (email)	**Website for information**
E PONTEVE02	international@ribeira.org	www.ribeira.org
CHISINAU	amtap2003@yahoo.com	www.amtap.md

Academic and additional requirements		
Requirement	**Details**	**Website for information (optional)**
Academic requirements	2nd year of studies minimum ISCED 5 or ISCED 6 EQF level 5 / 6	www.ribeira.org
CV		www.ribeira.org
Motivation letter		www.ribeira.org
For KA171: Inclusion measures[10]	*For KA171:* Targeted categories of participants with fewer opportunities	www.ribeira.org
Other		www.ribeira.org

[10] You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

Requirement	Details	Website for information (optional)
Academic requirements	2nd year of studies minimum ISCED 5 or ISCED 6 EQF level 5 / 6	www.amtap.md
CV		www.amtap.md
Motivation letter		www.amtap.md
For KA171: Inclusion measures[11]	*For KA171:* Targeted categories of participants with fewer opportunities	www.amtap.md
Other		www.amtap.md

6. Preparation and support

The higher education institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the *Erasmus+ Student Charter*[12].
- 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:

[11] You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

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

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.

- 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 needed, use project funds in the most inclusive way to cover related costs partially or in full.

- 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 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.

- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.

- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.

- Provide 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 [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	E PONTEVE02	international@ribeira.org	www.ribeira.org
Language Support	E PONTEVE02	international@ribeira.org	www.ribeira.org

ANNEX 6: TEMPLATE FOR AGREEMENT BETWEEN BENEFICIARIES AND PARTICIPANTS

AGREEMENT – ERASMUS+ - MOBILITY OF INDIVIDUALS

Project code: **2024-1-ES01-KA171-HED-000231424**

Field: Higher Education
Academic year: 2024/2025

Erasmus+ mobility ID number: 31424-MOB-0014

PREAMBLE

This **Agreement** ('the Agreement') is **between** the following parties:
on the one part,

the **Organisation** ('the organisation'),

CARTES

Escuela Superior Conservacion y Restauracion Bienes Culturales - E MADRID25

Address: C. de Guillermo Rolland, 2, 28013 Madrid

Email: administracion@escrbc.com

As coordinator of Mobility Consortium CARTES represented for the purposes of signature of this agreement by Mr. David Gómez Lozano, Principal

and

on the other part,

the **'participant'**

Victoria Tcacenco, with residence at address: ap. 93, 48 Diminetii Street MD-2002 Chisinau Chisinau

DNI/NIF: AB1742909

Date of birth: 12/01/1962

Phone: +37369186944

Email: amtap2003@yahoo.com

Bank account where the financial support should be paid:

Bank account holder: VICTORIA TCACENCO

Bank name: BC ''Moldindconbank" SA

Clearing/BIC/SWIFT number: MOLDMD2X

Account/IBAN number: MD29ML0000225984986827 28

The parties referred to above have agreed to enter into this Agreement.

The Agreement is composed of:

Terms and Conditions

Annex 1: Erasmus+ mobility agreement for staff mobility for training[11]

The terms set out in the Terms and Conditions will take precedence over those set out in the annex.

Total amount includes:
☐ Base amount for individual support for long-term physical mobility
[x] Base amount for individual support for short-term physical mobility
☐ Top-up amount for students and recent graduates with fewer opportunities on long-term mobility
☐ Top-up amount for students and recent graduates with fewer opportunities on short-term mobility
[x] Travel support (green travel or non-green travel amount)
[x] Travel days (additional individual support days)
☐ Inclusion support (based on real costs)

The participant receives:
[x]a financial support from Erasmus+ EU funds
☐ a zero-grant

TERMS AND CONDITIONS

ARTICLE 1 – SUBJECT OF THE AGREEMENT

1.1 This agreement sets out the rights and obligations and terms and conditions applicable to the financial support awarded to carry out a mobility activity under the Erasmus+ Programme.

1.2 The organisation will provide support to the participant for undertaking a mobility activity.

1.3 The participant accepts the support or the provision of services as specified in Article 3 and undertakes to carry out the mobility activity as described in the Annex 1.

[1] It is not compulsory to circulate documents with original signatures for Annex 1 of this agreement: scanned copies of signatures and electronic signatures may be accepted, depending on the national legislation or institutional regulations. **Option for KA131 student mobility for studies**: Learning agreements are exchanged and approved digitally within the Erasmus Without Paper Network.

Visa	E PONTEVE02	international@ribeira.org	www.ribeira.org
Insurance	E PONTEVE02	international@ribeira.org	www.ribeira.org
Inclusion of participants with fewer opportunities	E PONTEVE02	international@ribeira.org	www.ribeira.org
Mentoring	E PONTEVE02	international@ribeira.org	www.ribeira.org
Grant payments	E PONTEVE02	international@ribeira.org	www.ribeira.org
Alumni information	E PONTEVE02	international@ribeira.org	www.ribeira.org

Preparatory & support measures	**Institution** [Erasmus code or city]	**Contact details** (email, phone)	**Website for information & arrangements**
Accommodation	CHISINAU	amtap2003@yahoo.com +37369186944	www.amtap.md
Language Support	CHISINAU	amtap2003@yahoo.com +37369186944	www.amtap.md
Visa	CHISINAU	amtap2003@yahoo.com +37369186944	www.amtap.md
Insurance	CHISINAU	amtap2003@yahoo.com +37369186944	www.amtap.md
Inclusion of participants with fewer opportunities	CHISINAU		www.amtap.md
Mentoring	CHISINAU	amtap2003@yahoo.com +37369186944	www.amtap.md
Alumni information	CHISINAU	amtap2003@yahoo.com	www.amtap.md

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

  - ECTS
  - Transcript of records
  - A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.

- 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 non-academic organizations 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 taking measures to ensure recognition of student and staff mobility upon their return, including:
  - Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
  - A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.
  - Providing students on traineeships and 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

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide[13]. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	**EGRACONS** **[If applicable]**	**Website for information**
CHISINAU		The grading system in Moldova for high secondary education is quite straightforward, focusing on a scale from 1 to 10, where 10 is the highest score and 1 is the lowest. https://gradecalculator.io/moldova/
E PONTEVE02		https://www.scholaro.com/db/countries/Spain/Grading-System

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

10. Termination of the agreement

The institutions must send a formal notification of termination to the parts involved in this agreement, stating:

(a) the reasons for termination; and

(b) the date on which the termination takes effect at the beginning of the next academic year. This date must be set after the formal notification. The termination takes effect on the day specified in the formal notification.

"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

[13] The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature[14]
E PONTEVE02	Juana Rosa Muñoz Ibernón, Principal		
Chisinau	Victoria Melnic, Rector	03/04/2025	MINISTERUL CULTURII AL REPUBLICII MOLDOVA * INSTITUTIA PUBLICĂ ACADEMIA DE MUZICĂ, TEATRU ȘI ARTE PLASTICE * IDNO 1007600023878

[14] Scanned copies of signatures or digital signatures may be accepted depending on the national legislation