



Erasmus+ Programme



Association
Européenne des
Conservatoires

*Conservatorio A Steffani,
Italy*

Inter-institutional agreement 2014-20 between Programme and Partner Countries (KA107)

Minimum requirements for the sector of Higher Music 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)	CONSERVATORIO AGOSTINO STEFFANI	ACADEMIA DE MUZICĂ, TEATRU ȘI ARTE PLASTICE (AMTAP)
Address	Via Garibaldi, 25 31033 Castelfranco Veneto - IT	Str. Mateevici, 111, MD 2014 Chișinău Republic of Moldova
Erasmus Code	I CASTELF01	921763647
Website: Homepage	www.steffani.it or www.conscfv.it	http://amtap.md
Website English Language page	http://conscfv.it/en/	http://amtap.md/?&lang=3
Erasmus Coordinator	Prof. Bernardino Beggio	Prof. Victoria Tcacenco
Phone	+ 39 0423 495170	+37322 928889, +37369186944
Fax	+ 39 0423 42 02 69	+37322 240213
Email	erasmus@steffani.it	amtap2003@yahoo.com

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
I CASTELF01	921763647	0215						
921763647	I CASTELF01	0215	1 st , 2 nd cycle	2	3 - 6 months	1 st , 2 nd cycle		3 - 6 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	
I CASTELF01	921763647	0215	2		15 - 60 days			
921763647	I CASTELF01	0215	2		15 - 60 days		1	

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) Please give brief statement or provide link to information on website
I CASTELF01	ITALIAN	ENGLISH	B2 English and at least B1 Italian
921763647	ROMANIAN	RUSSIAN	B2 English or Romanian and at least B1 Russian

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. 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.]

F. 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
I CASTELF01	Fall	March 31	30 days	http://conscfv.it/it/il-conservatorio/international/academic-calendar/
	Spring	November 15		
921763647	Fall	March 31	30 days	September 01 – January 31
	Spring	November 15	30 days	February 01 – June 30

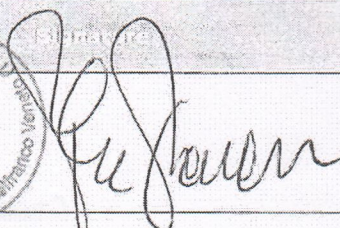
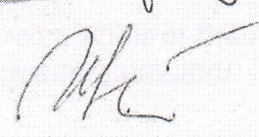
A Transcript of Records for each student accepted on a period of mobility for study will be issued by the receiving institution not later than 5 weeks after the assessment period has finished at the receiving HEI.

G. 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.

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H. Signatures of the institutions (legal representatives)

Institution (Erasmus code)	Name (function)	Date	Signature
I CASTELF01	PAOLO TRONCON Director	18 OTT. 2016	
921763647	VICTORIA MELNIC Rector	October 12 2016	

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 (url link to relevant website)			
I CASTELF01	https://docs.google.com/a/steffani.it/document/d/1KocskGgzD-yStCTdIIYTfBPtVhSU57OTKUZZNdFJVw/edit			
921763647	A	10	EXCELLENT	Outstanding performance
	B	9	VERY GOOD	Very good performance, above average with only minor errors
	C	8	GOOD	A good performance with some notable errors
	D	7	SATISFACTORY	Fair but with significant shortcomings
	E	6	SATISFACTORY	Fair but with significant shortcomings
	F	5	SUFFICIENT	Performance meets the minimum criteria
	G	4-3	FAIL	Some more work is required before credit can be awarded
	F	2-1	FAIL	Considerable further work is required

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
I CASTELF 01	ufficioerasmus@steffani.it	http://conscfv.it/it/il-conservatorio/international/
921763647	Students make Visa arrangements by themselves or via partner institution. <i>For EU citizens Visa is not required.</i> For other students please contact Victoria Tcacenco/Head of the International Relations and Academic Mobility Office amtap2003@yahoo.com	http://amtap.md/?&lang=3 The Ministry of Foreign Affairs of the Republic of Moldova: http://www.mfa.gov.md/

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
I CASTELF 01	ufficioerasmus@steffani.it	http://conscfv.it/it/il-conservatorio/international/
921763647	Students make insurance arrangements by themselves or via partner institution: private insurances accredited in the Republic of Moldova	http://amtap.md/?&lang=3

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
I CASTELF 01	ufficioerasmus@steffani.it	The Erasmus Office of Steffani Conservatoire can give foreign students and staff members some help for housing in Castelfranco Veneto.
921763647	amtap2003@yahoo.com	The International Relations and Academic Mobility Office of the Academy of Music, Theatre and Fine Arts can give foreign students and staff members some help for housing in Chisinau