



Erasmus+ Programme

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

Inter-institutional agreement 2017-2021 between programme countries

UiT The Arctic University of Norway - Technische Universität München / TUM

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 related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (Institutional Coordinator and Departmental Coordinator)	Erasmus code	Contact details (email, phone ...)	Website (Home page and course catalogue)
Technische Universität München / TUM Technische Universität München Faculty of Informatics (Computer Science)	D MUNCHEN 02	Sabine Viererbl Erasmus Institutional Coordinator Frauke Denniger Erasmus Coordinator Tel.: +49 89 289 22582 denniger@zv.tum.de Martina v. Imhoff Erasmus Departmental Coordinator imhoff@in.tum.de	http://www.international.tum.de/en/home/ https://campus.tum.de/tumonline/webnav.i ni
UiT The Arctic University of Norway	N TROMSO01	Inst. Coordinator Reidun Sundstrøm International Office Postboks 6050 Langnes 9037 Tromsø, Norway e-mail: international@uit.no	www.uit.no Course Catalogue: https://en.uit.no/education/courses?ar=20 15&semester=H&sted=179933 Admission Exchange Student: https://en.uit.no/education/admissions/art? p_document_id=342479&dim=179005

		Departmental coordinator Prof. Alexander Horsch Department of Computer Science alexander.horsch@uit.no Telephone: +47 77 64 67 35	
--	--	--	--

B. Mobility numbers per 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.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle			Number of students and mobility periods		
				1 st	2 nd	3 rd	Students	Months per student	Total number of months
D MUNCHEN 02	N TROMSO01	061	Computer Science	Yes	Yes		2	10	20
N TROMSO01	D MUNCHEN 02	061	Computer Science	Yes	Yes		4	10	40

Staff Mobility for Teaching

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		
				Number of Teachers	Duration in number of weeks	Number of teaching hours per week
D MUNCHEN 02	N TROMSO01	061	Computer Science	1	1	8
N TROMSO01	D MUNCHEN 02	061	Computer Science	2	1	8

C. Recommended language skills

The sending institution is responsible for providing support to its nominated candidates so that they can have the language skills recommended by the receiving institution:

Receiving institution [Erasmus code]	Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching

					[Minimum recommended level: B2]
D MUNCHEN 02	Computer Science	German	English/German	German taught courses	B2
				English taught courses	B2
N TROMSO01	Computer Science	Norwegian *	English *	Norwegian taught courses: University exam in Norwegian, level III	B2
				English taught courses: The student must have good command of English, B2.	

* BSc: Approximately half of the computer science courses are thought in English, all of them at 2000-level (second and third year at bachelor level). These courses will be available for exchange students if they are considered to have the sufficient academic background knowledge. A list of English taught courses given each semester can be found in the online English course catalog: <http://en.uit.no/studies>

* MSc: English: Master level courses will be available for exchange students if they are considered to have the sufficient background knowledge.

D MUNCHEN02: For more details on the language of instruction recommendations, please refer to our international student advisers (<https://www.international.tum.de/en/contact-and-counseling/international-affairs-delegates/>).

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

D. Additional requirements

Academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff.

Student Mobility for Studies

Receiving institution [Erasmus code]	Subject area	Minimum Number of Credits to be included in the study plan	Faculty or Department(s) where students will be entitled to attend courses/modules	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
D MUNCHEN 02	061 Computer Science	To be confirmed individually – at least 20 ECTS	Department of Informatics	By agreement*, but not more than 40% of their total courses/ workload in the study program	Yes
N TROMSO01	061 Computer Science	To be confirmed individually – typically we expect 20 ECTS or more	Department of Computer Science	By agreement *	Yes

*) By agreement since we can never guarantee that students are allowed to take courses at other faculties / departments.

For further information please refer to the International Students Guide available online:
N TROMSO01:

https://en.uit.no/education/admissions/art?p_document_id=342479&dim=179005

D MUNCHEN02: E-Nomination & necessary application documents

The partner university selects students according to performance, commitment and language skills and nominates them for the exchange semester stay via the web-based platform "moveonnet" (= eNomination). After an acknowledgement-email from TUM, the International Office of the home university sends the completed application documents to TUM. Applications from students sent directly to the TUM International Office will not be accepted. Nominated Students should submit in the following documents, see: www.international.tum.de/en/welcome-to-tum/international-exchange-students/exchange-students/erasmus/

TUM welcomes students and staff with disabilities, learn more at: <http://www.tum.de/en/studies/advising/barrier-free-education/>

E. Calendar

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

Receiving institution [Erasmus code]	Winter / Autumn term APPLICATION DEADLINE	Summer / Spring term APPLICATION DEADLINE
D MUNCHEN 02	Final date for applications: 15 May	Final date for applications: 31 October
N TROMSO01	Final date for applications: 15 April	Final date for applications: 1 October

Please check our webpage www.uit.no for each semester as changes to these deadlines might occur during the agreement period.

NTROMSO01:

1. Information about how to apply: http://en.uit.no/utdanning/art?p_document_id=342479&dim=179005
2. The receiving institution will send its decision during November/December and May/June
3. A Transcript of Records will be issued by the receiving institution after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a 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 31 October 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

D MUNCHEN02:

2. TUM will send its decision from July/December (for coming autumn term/spring term) on.
3. Transcripts of Records
Students should contact their international student advisers (<https://www.international.tum.de/en/contact-and-counseling/international-affairs-delegates/>).

Further information:

<https://www.international.tum.de/en/coming-to-tum/exchange-students/erasmus/>

4. Termination of the agreement

A 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 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.

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

Receiving institution [Erasmus code]	ECTS Link
D MUNCHEN 02	Please see below
N TROMSO01	https://en.uit.no/education/art?p_document_id=352142&dim=179005

D MUNCHEN02

According to § 17 of our "General Academic and Examination Regulations for Bachelor's and Master's Programs (APSO)" at Technische Universität München, please find below the description of the institutional grading system.

The subject grade is the average of the individual examination grades in that subject and is expressed according to the following scale:

1,0	to	1,5	"very good"
1,6	to	2,5	"good"
2,6	to	3,5	"satisfactory"
3,6	to	4,0	"sufficient"
4,1	to	5,0	"fail"

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.

D MUNCHEN02 will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact person:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN 02	Ms Petra Ritter Coordinator Welcome Office and Visa counselor International Center, Arcisstr. 21, D-80333 München ritter@zv.tum.de Tel.: +49 89 289 25012	https://www.international.tum.de/en/coming-to-tum/exchange-students/

N TROMSO01	International@uit.no	https://en.uit.no/education/studentportal/art?p_document_id=373688&dim=191028
-------------------	--	---

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.

D MUNCHEN02 will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education (http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm) TUM will inform incoming students/staff of cases in which insurance cover is not automatically provided (eg. public liability insurance). Information and assistance for the compulsory health insurance is provided on the website:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN 02	---	https://www.international.tum.de/en/coming-to-tum/exchange-students/
N TROMSO01	International@uit.no	Students at the University of Tromsø are insured only against student related incidents. Students MUST bring their own insurance and/or a European health card. See also https://en.uit.no/education/studentportal/art?p_document_id=374656&dim=191037

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

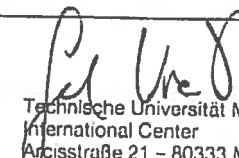

D MUNCHEN02: Please note that TUM does not own any accommodation and search will be difficult, but our institution will guide incoming student/staff in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

The application for the Erasmus program at TUM does not include an offer for a room in a dorm. Students have to find a room themselves on the private market with the list of hints on finding accommodation.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D MUNCHEN 02	incoming_help@zv.tum.de	https://www.international.tum.de/en/coming-to-tum/exchange-students/accomodation/
N TROMSO01	Teorifagsbygget hus 2, Universitetsveien 29, 9037 Tromsø +47 77 64 90 30 tromso.bolig@samskipnaden.no	http://www.samskipnaden.no/en/housing Please apply immediately after nomination.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature (scanned signatures are accepted)
D MUNCHEN 02	Sabine Viererbl Erasmus Institutional Coordinator	31.10.2016	  Technische Universität München International Center Arcisstraße 21 – 80333 München
N TROMSO01	REIDUN SUNDSTRØM Erasmus Inst. coordinator	10.11.2016	