

## **ANNEX TO THE ERASMUS + INTER-INSTITUTIONAL AGREEMENT with the University of Genoa**

### **Key Action 1 – mobility for learners and staff – Higher education Student and Staff Mobility**

#### **1. Information about higher education institutions**

##### **1.1 Institutional details**

<b>Name of the Institution</b>	<b>Mikkelin ammattikorkeakoulu</b>
<b>Erasmus code</b>	<b>SF MIKKELI06</b>
<b>Institution website</b>	<b>www.mamk.fi</b>
<b>International Students webpage</b>	<b>www.mamk.fi/exchange</b>
<b>Information for incoming students</b>	<b>www.mamk.fi/exchange</b>
<b>Course catalogue</b>	<b>www.mamk.fi/exchange</b>

##### **1.2 Main contacts**

<b>Institutional Coordinator</b>	
<b>Contact details</b>	<b>Eeva Virtanen</b>  <b>Address Patteristonkatu 3, FI-50100 Mikkeli</b> <b>Phone +358 40 534 5128</b> <b>Fax +358 153 556 371</b> <b>Email eeva.virtanen@mamk.fi</b>
<b>Other useful contacts</b>	

## 2. Recommended language skills

Subject area	Language of Instruction	Recommended language of instruction level*	Type of mobility
34	English	B1 English	Student exchange

\*Level according to Common European Framework of Reference for languages (CEFR), see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

## 3. Additional requirements

## 4. Calendar

4.1 Applications/information on nominated students must reach Mikkeli University of Applied Sciences\_ (Name of Institution) by:

Autumn term	May 15 <sup>th</sup>
Spring term	October 15 <sup>th</sup>

### 4.2 Decision

The receiving institution will send its decision within   4   weeks.

### 4.3 Transcript of records

A Transcript of Records will be issued no later than  5  weeks after the assessment period has finished at \_ Mikkeli University of Applied Sciences \_ (Name of Institution).

## 5. Information

### 5.1 Grading system of the Institution

Website: \_\_\_\_\_ <http://www.mamk.fi/exchange/handbooks> \_\_\_\_\_

### Other information

### **5.2 Visa**

Mikkeli University of Applied Sciences \_\_\_\_\_(name of Institution) 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:

Contact details	<a href="mailto:ulla.vuorinen@mamk.fi">ulla.vuorinen@mamk.fi</a> +358 400 872764
Website	<a href="http://www.mamk.fi/exchange/permits">http://www.mamk.fi/exchange/permits</a>

### **5.3 Insurance**

Mikkeli University of Applied Sciences \_\_\_\_\_(name of Institution) will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The 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:

[http://www.mamk.fi/student life/practical info for foreign students/before arrival](http://www.mamk.fi/student%20life/practical%20info%20for%20foreign%20students/before%20arrival)

### **5.4 Housing**

Mikkeli University of Applied Sciences \_\_\_\_\_(name of 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 contacts and information sources:

Contact details	<a href="mailto:ulla.vuorinen@mamk.fi">ulla.vuorinen@mamk.fi</a> +358 400 872764
Website	<a href="http://www.mamk.fi/exchange/applying">http://www.mamk.fi/exchange/applying</a>