



ANNEX TO INTERINSTITUTIONAL AGREEMENT – PARTS C-F-Updated:

Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021

between programme countries

ANNEXES TO INTERINSTITUTIONAL AGREEMENT – PARTS C-F

ANNEX I : HEDMARK UNIVERSITY COLLEGE

ECHE number : 29682-LA-1-2014-1-NO-E4AKA1-ECHE

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 code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies[Minimum recommended level: B1]	Staff Mobility for Teaching[Minimum recommended level: B2]
N ELVERUM01		English	Norwegian	B1	B2

For more details on the language of instruction recommendations, see the course catalogue.

D. Additional requirements

Hedmark University College welcomes both students and staff with disabilities. However, all applications will be separately considered and therefore should be sent to the receiving institution no less than 4 months before expected arrival.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
N ELVERUM01	1 st May	1 st October

2. The receiving institution will send its decision within 4-6 weeks from the application deadline.
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.



ANNEX TO INTERINSTITUTIONAL AGREEMENT – PARTS C-F-Updated:

4. Termination of this agreement or changes in the information given above may be amended annually and has to be communicated within 12 months. Any conflicts or misunderstandings will be handled between the two institutions.

F. Information

1. Grading system - N ELVERUM01

Symbol	Description	General, qualitative description of valuation criteria
A	Excellent	An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high degree of independent thinking.
B	Very good	A very good performance. The candidate demonstrates sound judgement and a very good degree of independent thinking.
C	Good	A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.
D	Satisfactory	A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.
E	Sufficient	A performance that meets the minimum criteria, but no more. The candidate demonstrates a very limited degree of judgement and independent thinking.
F	Fail	A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

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 (email, phone)	Website for information
N ELVERUM01	ingelinn.slagsvold@hihm.no	http://www.udi.no/templates/tema.aspx?id=4477 http://www.hihm.no/English/Studies/Exchange-students

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.



ANNEX TO INTERINSTITUTIONAL AGREEMENT – PARTS C-F-Updated:

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 (email, phone)	Website for information
N ELVERUM01	ingelinn.slagsvold@hihm.no	http://www.hihm.no/English/Studies/Exchange-students

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]	Contact details (email, phone)	Website for information
N ELVERUM01	bolig@sih.no	http://www.hihm.no/English/Student/Accommodation

