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

Name of the Institution	Universitat Politècnica de València
Erasmus code	E VALENCI02
Institution website	http://www.iccp.upv.es
International Students webpage	http://www.opii.upv.es

1.2 Main contacts

Contact details	**Institutional Coordinator** Juan Miguel MARTÍNEZ RUBIO, Head of Rector's Office international@upv.es
	Departmental Coordinator Juan MARCO SEGURA Associate Dean for International Relations-Civil Engineering jbmarco@hma.upv.es Phone: +34 96 3877615
	Administrative contact Javier CALVO DÍAZ International Office Manager UPV-School of Civil Engineering ETSICCP International Office Camino de Vera s/n, E-46022 Valencia, Spain jacaldi@upv.es / int_etsiccp@upv.es

2. Recommended language skills

Language of instruc-tion 1	Recommended language of instruction level	Language of instruction 2	Recommended language of instruction level
Spanish	Student Mobility: A2 Staff Mobility: B2	English All the courses have tuition in Spanish and, in addition, only a set of these courses have one group with tuition in English and limited places are available for exchange students. Please check ahead of time. Updated list of English-taught courses is published normally in June for the following academic year: www.opii.upv.es	Student Mobility: B1 Staff Mobility: B2

*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

Disabled students: UPV, through „Fundación CEDAT" offers information, technical support and advice to university members with disabilities and special needs.
 http://www.fundacioncedat.org

4. Calendar

4.1 Application forms must reach our University by:

Autumn term	May 31st
Spring term	October 31st

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 Universitat Politècnica de València.

5. Information

5.1 Grading system of the Institution

MH	matrícula de honor	distinction (normally awarded above 9,5 and maximum to 1 student per group of 20)
9 to 10	sobresaliente	excellent
7 to 8,9	notable	good
4,9 to 6,9	aprobado	pass
0 to 4,9	suspenso	fail
NP	No presentado	Coursework / final exam(s) not completed

Additionally, we use the ECTS grading scale. UPV understands this is a complementary scale, providing the relative position of the student in the reference group. Therefore, identical numerical grades may translate differently in the ECTS scale.

5.2 Visa

Universitat Politècnica de València 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	extranjeria@upv.es
Website	http://www.opii.upv.es

5.3 Insurance

Universitat Politècnica de València 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:

Contact details	opii@upvnet.upv.es
Website	http://www.opii.upv.es

5.4 Housing

Universitat Politècnica de València 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 contact points and information sources:

Contact details	int_etsiccp@upvnet.upv.es **ESN:** info@upv.es.esnvlc.es
Website	http://www.upv.es/perfiles/estudiante/alojamientos-upv-en.html http://www.esnvlcupv.es