

## Annex to Erasmus+ Interinstitutional Agreement

### Fact Sheet

#### Universitat Pompeu Fabra

#### A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Universitat Pompeu Fabra	E BARCELO15	<b>Mrs. Sara Lopez Selga</b> Head International Relations. Placa de la Merce, 10-12, 08002 Barcelona Tel.:+34/935422 00 Email: uri@upf.edu	www.upf.edu  <a href="http://www.upf.edu/web/international">http://www.upf.edu/web/international</a>

#### B. 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	Subject area	Study cycle	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
					Student Mobility for Studies	Staff Mobility for Teaching
E BARCELO15		1st	Spanish	English	B1( Spanish) (recommended) , B2( English) (recommended)	To be agreed on a case by case basis

### C. Additional requirements

E BARCELO15	Placement test is required for any student to enrol any Spanish language course of the Faculty of Translation and Interpretation	<a href="http://www.upf.edu/incoming/exchange/ofertaD/translation.html">http://www.upf.edu/incoming/exchange/ofertaD/translation.html</a>
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### D. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
<b>E BARCELO 15</b>	May 30 th - Enrolment process takes place one month before the term starts	October 30 th - Enrolment is done for the 2nd and 3rd terms at the same time

2. Universitat Pompeu Fabra will send its decision within 2 weeks.

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.

4. Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year will be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

### E. Information

#### 1. Grading systems of the institutions

**E BARCELO 15:** <http://www.upf.edu/incoming/estudiarupf.html>

#### 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
<b>E BARCELO 15</b>	Mobility and Reception Office: oma@upf.edu	<a href="http://www.upf.edu/barcelona/en/requisites/index.html">http://www.upf.edu/barcelona/en/requisites/index.html</a>

### 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 (email, phone)	Website for information
<b>E BARCELO 15</b>	Mobility and Reception Office: oma@upf.edu	<a href="http://www.upf.edu/barcelona/en/cobertura/index.html">http://www.upf.edu/barcelona/en/cobertura/index.html</a>

### 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
<b>E BARCELO 15</b>	Mobility and Reception Office: oma@upf.edu	<a href="http://www.upf.edu/barcelona/en/allotjament/index.html">http://www.upf.edu/barcelona/en/allotjament/index.html</a>