

**Erasmus+ Programme Programme Erasmus +**

**Key Action 1 Action clé 1**

**Mobility for learners and staff Mobilité des apprenants et des personnels**

**Higher Education Student and Staff Mobility Etudiants et personnels de l'enseignement supérieur**

**Inter-institutional agreement 2016-20[18]2 Accord inter-institutionnel 2014-2020[21] 2**

**between programme countries entre pays participant au programme**

**Minimum requirements 3 Minimum requis 3**

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ program. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation, management of the mobility, in particular the recognition of the credits awarded to students by the partner institution. Les établissements mentionnés ci-dessous acceptent de coopérer aux activités de mobilité des étudiants et/ou des personnels du programme Erasmus +. Ils s'engagent à respecter les engagements qualité de la charte Erasmus (ECHE) en matière d'organisation et de gestion des mobilités, en particulier pour la reconnaissance des crédits validés par les étudiants dans les établissements partenaires.

**A. Information about higher education institutions Renseignements concernant les établissements**

<b>Name of the institution</b> Nom de l'établissement (and department, where relevant) (et service, si nécessaire)	<b>Erasmus code</b> Code Erasmus	<b>Contact details<sup>4</sup></b> (email, phone) Coordonnées <sup>4</sup> (e-mail, telephone)	<b>Website</b> (eg. of the course catalogue) Site internet (du catalogue de cours par exemple)
<b>EPLEFPA du Lot-et-Garonne</b> <b>LEGTPA de Sainte-Livrade</b> <b>Ministère de l'agriculture</b> <b>France</b>	<b>FR ST-LIV03</b>	Marthe Geoffroy Route de Casseneuil 47110 Sainte Livrade France <a href="mailto:marthe.geoffroy@educagri.fr">marthe.geoffroy@educagri.fr</a> +33553404700	<a href="http://www.ste-livrade.org">www.ste-livrade.org</a>
<b>Ecole Nationale d'Industrie</b> <b>laitière de Mamirolle</b>	<b>F MAMIROL 02</b>	Odile van ELST Grande rue 25620 Mamirolle France <a href="mailto:odile.van-elst@educagri.fr">odile.van-elst@educagri.fr</a> +33381559200	<a href="http://www.enil.fr/">http://www.enil.fr/</a>

1 Inter-institutional agreements can be signed by two or more higher education Institutions  
 1 Les accords inter-institutionnels peuvent être signés par 2 ou plusieurs établissements d'enseignement supérieur

2 Higher Education Institutions have to agree on the period of validity of this agreement  
 2 Les établissements d'enseignement supérieur doivent indiquer la période de validité du présent accord

3 Clauses may be added to this template agreement to better reflect the nature of the institutional partnership  
 3 Des clauses supplémentaires peuvent être apportées à ce modèle d'accord pour préciser certains aspects du partenariat

4 Contact details to reach the senior officer in charge of this agreement and of its possible updates Coordonnées de la personne contact responsable et leurs mises à jour éventuelles

<p>WATERFORD INSTITUTE OF TECHNOLOGY Main Campus, Cork Road X91 KOEK Waterford Ireland</p>	<p>IRLWATERFO01</p>	<p><b>Departmental Coordinator:</b> Eleanor Kent BSc in Food Science with Business T: +353 51 302626 E: <a href="mailto:kent@wit.ie">kent@wit.ie</a></p> <p>Audrey Hearne BSc in Applied Biology T: 353 51 302055 E: <a href="mailto:ahearne@wit.ie">ahearne@wit.ie</a></p> <p><b>Institutional Coordinator:</b> Paula Brazil International Office T : +353 (0)51 834168 E : <a href="mailto:pbrazil@wit.ie">pbrazil@wit.ie</a></p>	<p><a href="https://www.wit.ie/">https://www.wit.ie/</a></p>
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**B. Mobility numbers<sup>5</sup> per academic year** Nombre de mobilités par année académique

(Paragraph to be added, if the agreement is signed for more than one 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. Paragraphe à ajouter si l'accord est signé pour plus d'une année académique : les partenaires s'engagent à modifier le tableau ci-dessous en cas de modification des données, au plus tard à la fin du mois de janvier de l'année académique précédente.)

FROM DE (Erasmus code of the sending institution) (Code Erasmus de l'établissement d'envoi)	TO A (Erasmus code of the receiving institution) (Code Erasmus de l'établissement d'accueil)	Subject area code* (ISCED) Code discipline* (CITE)	Subject area name* Discipline*	Study cycle (short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> )* Niveau* Cycle court L/M/D	Number of student mobility periods Nombre de périodes de mobilité	
					Student Mobility for Studies Mobilités d'études (total number of months of the study periods or average duration*) (Total en mois ou durée moyenne*)	Student Mobility for Traineeships* Mobilités de stage*
FR ST-LIV03	IRL WATERFO01	421	APPLIED BIOLOGY	1st	2 students per year 5 months each= total duration of 10 months	2 students per year 2 months each= total duration of 4 months

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field\* (optional)\*. Le nombre de mobilités peut être exprimé par établissement d'accueil/d'envoi et par discipline\* (\*facultatif)

<http://www.uis.unesco.org/Education/Pages/International-standard-classification-of-education.aspx>

F MAMIROL 02	IRL WATERFO 01	421	APPLIED BIOLOGY	SHORT CYCLE	2 students per year 5 months each= total duration of 10months	2 students per year 2 months each= total duration of 4 months
IRL WATERFO 01	FR ST-LIV03	421	APPLIED BIOLOGY	1st	2 students per year 5 months each= total duration of 10 months	2 students each year 3 months per student = a total duration of 6 months for 2 students
IRL WATERFO 01	F MAMIROL 02	421	FOOD SCIENCE	1st	2 students per year 5 months each= total duration of 10 months	2 students each year 3 months per student = a total duration of 6 months for 2 students

(\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.)

(\*Informations facultatives :

Le code et le nom de la discipline, le niveau d'études sont facultatifs.

Les accords inter-institutionnels ne sont pas obligatoires pour les mobilités de stage et les mobilités de formation. Les établissements peuvent mettre en place un accord pour l'organisation des mobilités de stage ; dans ce cas, le nombre d'étudiants envoyés chez le partenaire doit être indiqué.

Si nécessaire, indiquer la durée totale en mois/jours des mobilités d'études et des personnels)

FROM DE (Erasmus code of the sending institution) (Code Erasmus de l'établissement d'envoi)	TO A (Erasmus code of the receiving institution) (Code Erasmus de l'établissement d'accueil)	Subject area code* (ISCED) Code discipline* (CITE)	Subject area name* Discipline*	Number of staff mobility periods Nombre de périodes de mobilité des personnels	
				Staff Mobility for Teaching Mobilités d'enseignement (total number of days of teaching periods or average duration*) (Total en jours ou durée moyenne*)	Staff Mobility for Training* Mobilités de formation*
FR ST-LIV03	IRL WATERFO 01	421	APPLIED BIOLOGY	1 mobility per year= a total duration of 5 days.	1 mobility per year= a total duration of 5 days.
IRL WATERFO 01	FR ST-LIV03	421	APPLIED BIOLOGY	2 mobilities per year= a total duration of 10 days.	1 mobility per year= a total duration of 5 days.
F MAMIROL 02	IRL WATERFO 01	421	APPLIED BIOLOGY or FOOD SCIENCE	1 mobility per year= a total duration of 10 days.	2 mobilities per year= a total duration of 10 days.

IRL WATERFO 01	F MAMIROL 02	421	FOOD SCIENCE	2 mobilities per year= a total duration of 5 days.	1 mobility per year= a total duration of 5 days.
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### C. Recommended language skills Niveau linguistique recommandé

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 L'établissement d'envoi, en accord avec l'établissement d'accueil, s'engage à aider les candidats retenus (mobilités d'études et mobilités d'enseignement), dans l'obtention du niveau linguistique minimum recommandé avant leur départ en mobilité :

Receiving institution Etablissement d'accueil (Erasmus code) (code Erasmus)	Optional: Subject area Facultatif : discipline	Language of instruction1 Langue d'enseignement 1	Language of instruction2 Langue d'enseignement 2	Recommended language of instruction level <sup>6</sup> Niveau de langue recommandé	
				Student Mobility for Studies Mobilité d'études (Minimum recommended level: B1) (Niveau minimum recommandé : B1)	Staff Mobility for Teaching Mobilité d'enseignement (Minimum recommended level: B2) (Niveau minimum recommandé : B2)
FR ST-LIV03	421	FR		B2	B2
FR MAMIROL02	421	FR - EN		B2	B2
IRLWATERFO01		English		B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution (*Links provided on the first page*). Pour plus d'information sur les recommandations concernant les langues d'enseignement, se référer au catalogue de cours de chaque établissement (*lien indiqué en page 1*).

### D. Additional requirements Informations complémentaires

*(To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff, measures for preparing, receiving and integrating mobile students and/or staff. A compléter si nécessaire. Des informations complémentaires sur les aspects académiques ou organisationnels peuvent être mentionnées, telles que les critères de sélection des individus, les moyens mis en œuvre pour la préparation des mobilités, l'accueil et la prise en charge des individus entrants).*

*(Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities. Merci de préciser si les établissements disposent d'infrastructures pour l'accueil des individus en situation de handicap.)*

The three following institutions agree to approve and sign this contract:

l'EPLEFPA du LOT ET GARONNE, Site de Ste Livrade, FRANCE, l'Ecole Nationale d'Industrie Laitière de Mamirolle, FRANCE and Waterford Institute of Technology, IRELAND .

Details concerning the contents of academic mobilities are mentioned in annexes 1 & 2 enclosed to this agreement.

#### IRL WATERFO 01

##### 1. Selection and Admission

- i. Neither institution will deny participation to students on the grounds of race, colour, religion, sexuality, national origin, gender, age or disability.

##### 2. Course of Study

- i. Programme of study for incoming students is subject to module availability and academic timetable. Every effort is made to enrol students on their first-choice modules but this is not always the case.

<sup>6</sup> For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see Pour une meilleure compréhension du niveau de langue recommandé, utiliser le cadre européen commun de référence pour les langues (CECR)

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

- ii. Exchange students will enrol in a standard full-time study load and complete all relevant assessment in accordance with the rules and policies of the receiving institution.

### 3. Tuition Fees and other costs

- i. Exchange students may be charged other fees as students of the receiving institution.
- ii. All living costs (including travel and accommodation costs) are the responsibility of the participating students and neither Institution is responsible for these costs.

### 4. Access and Regulation

- i. Exchange students are entitled to the same rights and privileges (including academic and library resources, and student support service), as students enrolled at the receiving institution.
- ii. Exchange students are subject to the same rules and regulations as students normally enrolled at the receiving institution. Exchange students continue to be subject to the rules and regulations of the sending institution while at the receiving institution.

#### IRL WATERFO 01:

Students with a disability (sensory/physical) need to provide evidence from an appropriately qualified consultant as to the type of disability and the limitations experienced as a result of the disability.

Students with a learning difficulty, for example, dyslexia/specific learning difficulty need to provide evidence from an appropriately qualified Psychologist - a Psycho-Educational Assessment (the full Assessment is required).

All documentation/evidence of disability of evidence of learning difficulty must be provided in English and in a timely manner. The documentation is required in order to avail of appropriate/available supports through the Disability Office at Waterford Institute of Technology.

Students are required to provide evidence of adequate insurance.

As for student mobility for traineeships, each institution agrees to provide support and assistance to facilitate the placement of students (exchange information concerning the local companies and potential places for placement and liaise the students and their tutors).

As regards staff mobility, the three partners have shown an interest in getting an insight into each structure and in working in partnership on the modalities of assessment by ability and by integrative assessment test.

#### E. Calendar Calendrier

1. Applications/information on nominated students must reach the receiving institution by Les candidatures des étudiants sélectionnés doivent être transmises à l'établissement d'accueil suivant le calendrier suivant :

Receiving institution (Erasmus code) Etablissement d'accueil Code Erasmus	Autumn term* (month) Premier semestre* (mois)	Spring term* (month) 2ème semestre* (mois)
FR ST-LIV03	31 MAY	30 NOVEMBER
F MAMIROL 02	31 MAY	30 NOVEMBER
IRLWATERFO01	15 <sup>th</sup> May	23 <sup>rd</sup> October

(\* to be adapted in case of a trimester system à adapter en cas desystème trimestriel)

2. The receiving institution will send its decision within 4-6 weeks  
L'établissement d'accueil enverra sa décision dans un délai de 4 semaines
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI. *(It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines)* Un relevé de notes devra être remis par l'établissement d'accueil dans un délai de 3 semaines après la fin de la période d'examen (délai maximum recommandé dans le guide ECHE : 5 semaines)
4. Termination of the agreement *Rupture de l'accord*  
*(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 1 September 20XX will only take effect as of 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.")*  
*(Les établissements ont toute latitude sur la procédure de modification ou de rupture de l'accord inter-institutionnel. Cependant, en cas de rupture unilatérale, un préavis d'au moins une année académique devra être donné, c'est à dire qu'une notification de rupture faite le 1er septembre N prendra effet le 1er septembre N+1. La mention : "La commission européenne et les agences nationales ne pourront être tenues responsables en cas de désaccord entre les parties" devra y figurer.)*

## F. Information

### 1. Grading systems of the institutions *Système de notation des établissements*

*(It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS7 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. Il est recommandé que l'établissement d'accueil fournisse une classification statistique*

*des notes conformément aux préconisations du guide ECTS<sup>7</sup>. Un lien vers un site peut suffire. Cette dernière aidera à l'interprétation de chaque notation attribuée ainsi qu'au transfert de crédits par l'établissement d'envoi)*

**TABLE for STE LIVRADE**

Percentage of each grade with respect to the total passing grades awarded	Local grades 20 points grading scale EPL 47	ECTS grade	Percentage of knowledge, virtues and competences adopted
1%	18	A (Excellent)	90-100%
12 %	15	B (Very good)	80-89,9%
14 %	14	C (Good)	70-79,9%
36 %	13	D (Satisfactory)	60-69,9%
37 %	11	E (Sufficient)	50-59,9%
	<10	F (Failed)	0-49,9%

**TABLE for Mamirolle**

Percentage of each	Local grades	ECTS grade	Percentage of knowledge, virtues and
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<sup>7</sup> [http://ec.europa.eu/education/life-long-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/life-long-learning-policy/ects_en.htm)

grade with respect to the total passing grades awarded	20 points grading scale ENIL Mamirolle		competences adopted
1	19	A (Excellent)	90-100%
3	17	B (Very good)	80-89,9%
16	15	C (Good)	70-79,9%
56	13	D (Satisfactory)	60-69,9%
24	11	E (Sufficient)	50-59,9%
	<10	F (Failed)	0-49,9%

## WIT - Irish Grading System

GRADING STRUCTURE FOR ERASMUS STUDENTS AT WATERFORD INSTITUTE OF TECHNOLOGY ARE AS FOLLOWS:

Over 70%	1st Class Honours/Distinction translates into ECTS A
60% - 69%	2.1 Class Honours/Merit 1 translates into ECTS B
50% - 59%	2.2 Class Honours/Merit 2 translates into ECTS C
40% - 49%	Pass translates into ECTS D
0 - 39%	Fail, no credits awarded translates in ECTS F
I	Deferral of subject
AB	Absent from Exam

## 2. Visa 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.  
 Les établissements d'envoi et d'accueil aideront, le cas échéant, les participants entrants et sortants en matière de visas, conformément aux exigences de la charte Erasmus (ECHE).

Information and assistance can be provided by the following contact points and information sources Informations et assistance peuvent être obtenues auprès de :

Institution (Erasmus code) Etablissement (Code Erasmus)	Contact details (email, phone) Coordonnées (e-mail, téléphone)	Website for information Site internet
FR ST-LIV03	<a href="mailto:marthe.geoffroy@educagri.fr">marthe.geoffroy@educagri.fr</a> +33553404700	<a href="http://www.ste-livrade.org">www.ste-livrade.org</a>
F MAMIROL 02	<a href="mailto:odile.van-elst@educagri.fr">odile.van-elst@educagri.fr</a> +33381559200	<a href="http://www.enil.fr/">http://www.enil.fr/</a>

IRLWATERFO01	Samantha Richardson Incoming Exchanges Co-ordinator T : +353 (0)51 845506 E : srichardson@wit.ie	<a href="https://www.wit.ie/international/exchanges/incoming_students">https://www.wit.ie/international/exchanges/incoming_students</a>
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### 3. Insurance Assurance

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. Les établissements d'envoi et d'accueil aideront les participants entrants et sortants en matière d'assurances obligatoires, conformément aux exigences de la charte Erasmus (ECHE).

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 : L'établissement d'accueil informera les participants des cas de non prise en charge par l'assurance. Informations et assistance peuvent être obtenues auprès de :

Institution (Erasmus code) Etablissement (code Erasmus)	Contact details (email, phone) Coordonnées (e-mail, téléphone)	Website for information Site internet
FR ST-LIV03	Virginie ROUSSEL Proviseur EPL Ste Livrade +33 553404700	<a href="http://www.ste-livrade.org">www.ste-livrade.org</a>
F MAMIROL 02	René-Yann EUGENE Directeur-adjoint ENIL Mamirolle +33381559200	<a href="http://www.enil.fr/">http://www.enil.fr/</a>
IRLWATERFO01	See website	<a href="https://www.wit.ie/international/admissions/pre_arrival_information_for_international_students">https://www.wit.ie/international/admissions/pre arrival information for international students</a>

### 4. Housing Logement

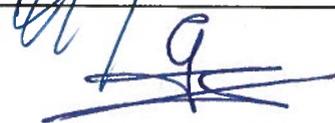
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. L'établissement d'accueil s'engage à aider les personnes en mobilité entrante dans leur recherche de logement, conformément aux exigences de la charte Erasmus (ECHE).

Information and assistance can be provided by the following persons and information sources: Informations et assistance peuvent être obtenues auprès de :

Institution (Erasmus code) Etablissement (code Erasmus)	Contact details (email, phone) Coordonnées (e-mail, téléphone)	Website for information Site internet
FR ST-LIV03	<a href="mailto:paul.jacinto@educagri.fr">paul.jacinto@educagri.fr</a> +33553404700	<a href="http://www.ste-livrade.org">www.ste-livrade.org</a>
F MAMIROL 02	<a href="mailto:odile.van-elst@educagri.fr">odile.van-elst@educagri.fr</a>	<a href="http://www.enil.fr/">http://www.enil.fr/</a>

	+33381559200	
IRLWATERFO01	Samantha Richardson Incoming Exchanges Co-ordinator T : +353 (0)51 845506 E : srichardson@wit.ie	<a href="https://www.wit.ie/international/exchanges/incoming_students">https://www.wit.ie/international/exchanges/incoming_students</a>  <a href="https://www.wit.ie/international/why_wit/accommodation">https://www.wit.ie/international/why_wit/accommodation</a>

**G. Signatures of the institutions (legal representatives) Signatures des établissements (représentants légaux)**

Institution (Erasmus code) Etablissement (code Erasmus)	Name, function Nom, fonction	Date Date	Signature <sup>8</sup> Signature
FR ST-LIV03	M. André CHANFREAU, DIRECTEUR EPLEFPA47	21/12/2016	
F MAMIROL 02	Mme Gabrielle FOURNIER  Directrice ENIL Mamirolle	20.12.2016	
IRLWATERFO01	Sinead Day International Affairs Manager	15/12/2016	