

**Bilateral Inter-Institutional Agreement  
 Learning Mobility for Higher Education Students and Staff  
 between Università Iuav di Venezia, Venice, Italy and  
 Universidad de los Andes, Bogotá, Colombia**

**A. Information about the higher education institutions**

Name of the institution (and department, where relevant)	Acronym	Contact details <sup>1</sup> (email, phone)	Websites (General/Faculties/ Course catalogue)
Università Iuav di Venezia	IUAV	Office of International Mobility <a href="mailto:international@iuav.it">international@iuav.it</a> +39 (0)41 2571720	<a href="http://www.iuav.it/studenti/MOBILITY/INCOMING-S/university/">http://www.iuav.it/studenti/MOBILITY/INCOMING-S/university/</a>
Universidad de los Andes	Uniandes	Office of International Affairs (57) (1) 332 45 4	<a href="https://uniandes.edu.co/es/programas-facultades/lista-facultades">https://uniandes.edu.co/es/programas-facultades/lista-facultades</a>

**B. Mobility numbers<sup>2</sup> per academic year**

FROM	TO	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (optional)*	Number of student mobility periods			
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
IUAV	Uniandes	073	Architecture	2 <sup>nd</sup> cycle	up to 3 students/year	at least 2 months and not exceeding 12 months	---	---
Uniandes	IUAV	073	Architecture	1 <sup>st</sup> and 2 <sup>nd</sup>	up to 3 students/year	at least 2 months and not exceeding	---	---

<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</sup> Mobility numbers can be given per sending/receiving institutions and per education field

						ng 12 months		
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FROM	TO	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
IUAV	Uniandes	073	Architecture	1 teacher	2 weeks	1 staff	1 week
Uniandes	IUAV	073	Architecture	1 teacher	2 weeks	1 staff	1 week

### 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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
IUAV	073	Italian	English	B1	B2
Uniandes	073	Spanish		B1	B2

### D. Calendar

**Nominations of incoming students must reach the institution by:**

Receiving institution	Term 1* [day/month]	Term 2* [day/month]
IUAV	June 30 <sup>th</sup>	October 30 <sup>th</sup>

<sup>3</sup> For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

	(for admission 1 <sup>st</sup> semester or full year)	
Uniandes	March 1 to April 19 for Fall semester (August – December)	August 30 to October 18 for Spring semester (January - June)

**Applications from incoming students must reach the institution by:**

Receiving institution	Term 1* [day/month]	Term 2* [day/month]
IUAV	July 30 <sup>th</sup>	November 30 <sup>th</sup>
Uniandes	March 15 to May 3 for Fall semester (August – December)	September 13 to November 1 for Spring semester (January – June)

**Academic calendar**

Receiving institution	Term 1* [day/month]	Term 2* [day/month]
IUAV	October-February	March-July
Uniandes	January - June	August – December

**Application procedure for incoming students**

Receiving institution	Contact details (email, phone)	Website for information
IUAV	<a href="mailto:mobilita.studenti@iuav.it">mobilita.studenti@iuav.it</a> +39 (0)41 2571417	<a href="http://www.iuav.it/studenti/MOBILITY/INCOMING-S/how-to-app/">http://www.iuav.it/studenti/MOBILITY/INCOMING-S/how-to-app/</a>
Uniandes	<a href="mailto:oiaincoming@uniandes.edu.co">oiaincoming@uniandes.edu.co</a> Tel: (57) (1) 332 45 4	<a href="https://internacionalizacion.uniandes.edu.co/estudiant-e-internacional/programs/exchange-semester">https://internacionalizacion.uniandes.edu.co/estudiant-e-internacional/programs/exchange-semester</a>

**E. Additional requirements**

Receiving institution	Requirement	Details	Website for information (if applicable)
IUAV	<ul style="list-style-type: none"> <li>• Transcript of Records</li> <li>• Diploma Supplement</li> <li>• Copy of a valid identity document (Passport, ID card, ...)</li> <li>• Learning agreement</li> <li>• Curriculum Vitae (Resume)</li> <li>• Language Proficiency Certificates</li> <li>• 2 coloured photos - passport size</li> </ul>	<p>Uniandes students who have passed 6 semesters in their home University will be welcome to IUAV</p> <p>Uniandes students of postgraduate degrees will be welcome to IUAV</p>	<a href="http://www.iuav.it/studenti/MOBILITY/INCOMING-S/how-to-app/">http://www.iuav.it/studenti/MOBILITY/INCOMING-S/how-to-app/</a>

Uniandes	<ul style="list-style-type: none"> <li>· Passport copy (JPG)</li> <li>· Official transcript of records (Spanish or English) (PDF)</li> <li>· A certificate of Spanish B2 CEFR (a certificate from your home institution, a teacher, or a Spanish Institute)</li> <li>· List of current courses (PDF)</li> <li>· An essay in Spanish explaining the reasons why you want to study at Universidad de los Andes (PDF)</li> <li>· One picture (3cmx4cm white background) (JPG)</li> <li>· Portfolio (Only for students who want to join the Faculty of Architecture and Design) (Free format)</li> </ul> <p>Additional documents for master students:</p> <ul style="list-style-type: none"> <li>· CV (PDF)</li> </ul> <p>Note: School of Management MBA students must have an average of 5 years of work experience (minimum of 3 years).</p>		<p><a href="https://internacionalizacion.uniandes.edu.co/estudiante-internacional/programs/exchange-semester">https://internacionalizacion.uniandes.edu.co/estudiante-internacional/programs/exchange-semester</a></p>
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The receiving institution will send its decision within 4 weeks, **and no later than 5 weeks.**

### Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution	Available infrastructure adjusted for people with:	Contact details (email, phone)	Website for information
IUAV	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- Specific Learning Disorders</li> </ul>	<p><a href="mailto:inclusion@iuav.it">inclusion@iuav.it</a></p> <p>+39 (0)41 2571828</p>	<p><a href="http://www.iuav.it/studenti/quantosidi-Diritto-al/Studenti-c/index.htm">http://www.iuav.it/studenti/quantosidi-Diritto-al/Studenti-c/index.htm</a></p> <p>(in Italian)</p>
Uniandes		<p><a href="mailto:m.rengifo1126@uniandes.edu.co">m.rengifo1126@uniandes.edu.co</a></p> <p>Tel: (57) (1) 332 45 4 Ext. 3813</p>	<p><a href="https://decanaturadeestudiantes.uniandes.edu.co/diversidad/que-es-la-discapacidad">https://decanaturadeestudiantes.uniandes.edu.co/diversidad/que-es-la-discapacidad</a></p>

## F. Information

### 1. 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	Contact details (email, phone)	Website for information
IUAV	<a href="mailto:housing@iuav.it">housing@iuav.it</a>	<a href="http://www.iuav.it/studenti/servizi-e-/housing/index.htm">http://www.iuav.it/studenti/servizi-e-/housing/index.htm</a> (in Italian)
Uniandes	<a href="mailto:viviendauniandes@uniandes.edu.co">viviendauniandes@uniandes.edu.co</a>	<a href="https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754">https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754</a>

### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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	Contact details (email, phone)	Website for information
IUAV	Embajada de Italia en Bogotá Calle 93B # 9-92, Bogotá <a href="mailto:visti.bogota@esteri.it">visti.bogota@esteri.it</a>	<a href="https://ambbogota.esteri.it/ambasciata_bogota/es/informazioni_e_servizi/visti/">https://ambbogota.esteri.it/ambasciata_bogota/es/informazioni_e_servizi/visti/</a>
Uniandes		<a href="https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754">https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754</a>

### 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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	Contact details (email, phone)	Website for information
IUAV	<a href="mailto:acquisti@iuav.it">acquisti@iuav.it</a> +39 (0)41 2571833	<a href="http://www.iuav.it/studenti/servizi-e-/polizza-as/index.htm">http://www.iuav.it/studenti/servizi-e-/polizza-as/index.htm</a>

Non-EU students must provide the health-medical assurance		(in Italian)
Uniandes	<a href="mailto:oiaincoming@uniandes.edu.co">oiaincoming@uniandes.edu.co</a> (57) (1) 332 45 48	<a href="https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754">https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754</a>

#### **4. Additional information**

<b>Receiving institution</b>	<b>Information on recognition process / other useful information:</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
IUAV	Grades from 18 to 30, the minimum passing grade is 18 and the maximum is 30 that can be enhanced with "cum laude" (30 e lode). University study courses are structured in credits. A credit (or CFU) is usually equivalent to 25 hours of study including individual study in the total. The average quantity of academic work performed by a full-time student in one year is by convention measured as 60 CFUs. 1 CFU is equivalent to 1 ECTS.	<a href="mailto:mobilita.studenti@iuav.it">mobilita.studenti@iuav.it</a> +39 (0)41 2571403 (Ms Monica PERISSINOTTO)	<a href="http://www.iuav.it/studenti/MOBILITY/INCOMING-S/how-to-app/">http://www.iuav.it/studenti/MOBILITY/INCOMING-S/how-to-app/</a>
Uniandes	Official transcripts for each student will be sent directly to the students in the case of UNIANDES. An interpretation of grades, including a grade distribution, will be provided by the host institution. The establishment of grade equivalencies will be done by each institution for its own students. Students who participated in an exchange at the Universidad de los Andes can access their official notes through the website of the Office of Admissions and Registration.	(57) (1) 332 45 48 <a href="mailto:oiaincoming@uniandes.edu.co">oiaincoming@uniandes.edu.co</a>	<a href="https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754">https://internacionalizacion.uniandes.edu.co/sites/default/files/Fact%20sheet%20Intercambio%20F%20English.pdf?t=1677703754</a>

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.

#### **5. Teachers responsible of the exchanges**

<b>Institution</b>	<b>Name</b>	<b>email</b>
IUAV	Prof. Mr. Angelo MAGGI	<a href="mailto:amaggi@iuav.it">amaggi@iuav.it</a>

Uniandes	Yadira MOGOLLÓN, Head Officer	<a href="mailto:oiaincoming@uniandes.edu.co">oiaincoming@uniandes.edu.co</a>
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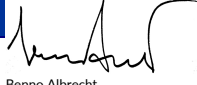
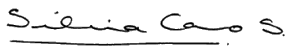
### Termination of the agreement

This agreement will expire on September 2027. The Agreement may be modified or amended only by written consensus between the Parties. The Agreement may be terminated:

- Upon written consent of both parties.

Upon initiative of one of the Parties by giving the other Party a written notice at least one academic year in advance. Neither the European Commission nor the National Agency can be held responsible in case of a conflict.

### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature <sup>4</sup>
IUAV	Prof. Benno ALBRECHT Rector		 Benno Albrecht UNIVERSITA' IUAV DI VENEZIA/80009280274 11.10.2023 13:17:45 GMT+01:00
Uniandes	Silvia CARO Vice President for Academic Affairs and Legal Authorized Representative	17/10/23	

<sup>4</sup> Scanned signatures are accepted