

I
-
U
-
A
-
V

Università Iuav di Venezia

Cyt

Università Iuav di Venezia - Archivio Generale	
REPERTORIO CONTRATTI	
Reportorio n.	2074 / 2023
Prov. n.	90207 del 0.12.2023
Anno	T. III Cl. 14 Fasc.



Students and Staff Exchange Programme

between

Università Iuav di Venezia, Venice, Italy

and

Universidad Católica «Nuestra Señora de la Asunción», Asunción, Paraguay

– Mobility for learners and staff –

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of their programs of internationalization. They commit to respect the quality requirements of their Statutes in all aspects of the organization and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of the activities object of this Agreement.

A. Information about the higher education institutions

Full name of the institution / country	Acronym or city ¹	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Università Iuav di Venezia	IUAV	Claudia CAPUANO (Ms), Officer	International Mobility Office international@iuav.it t. +39 (0)41 2571739	www.iuav.it
Universidad Católica «Nuestra Señora de la Asunción»	UC	Abog. Minerva Izquierdo, Secretaria Gral. Adjunta	Secretaría General UC mesa.de.entrada.rectorado@uc.edu.py t. +021 310604	https://www.universidadcatolica.edu.py/



RECTORADO

Dr. Narciso Velázquez Ferreira
Rector

B. Mobility numbers per academic year

FROM [acronym or city of the sending institution]	TO ⁷ [acronym or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total No of months of the study periods or average duration*]	Student Mobility for Traineeships **
IUAV	UC	073	Architecture	2 nd cycle	up to 3 students per 1 or 2 terms/year	np
UC	IUAV		Architecture	2 nd or 3 rd cycle	up to 3 students per 1 or 2 terms/year	np

Students which would study the full year must arrive at the beginning of the academic year of the hosting Institution.

FROM ⁷ [acronym or city of the sending institution]	TO ⁷ [acronym or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total No of days of the teaching periods or average duration*]	Staff Mobility for Training *
IUAV	UC	073	Architecture	1 teacher per 5 days/year	np
UC	IUAV		Architecture	1 teacher per 5 days/year	np



SECTORADO
D^o. Dr. Narciso Velázquez Ferreira
Rector

Workshop Mobility

The parties can cooperate in organizing common workshop (upon mutual consent) where participants, students and teachers can come/go from/to both universities. The coordinators will be responsible for the organization and the number of participants of the common workshops and for the number of credits accumulated by students.

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.

Before the arrival of the incoming students the receiving institutions inform the incoming students about language courses offered before their arrival and/or during their stays.

Receiving institution [acronym or city]	Optional: Subject area	Main language of instruction	Additional language of instruction	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
IUAV	Architecture	Italian	English	B2	B2
UC	Architecture	Spanish	English/ Italian	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Respect of fundamental principles and other mobility requirements

Both institutions must:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration,

² See Common European Framework of Reference for Languages
<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The universities undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organizational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.



RECTORADO
Dr. Narciso Velázquez Ferreira
Rector

E. Any additional requirements

a) **Calendars**

Nominations of incoming students must reach the partner institution by:

Receiving institution	Term 1 or full year [day/month]	Term 2 [day/month]
IUAV	June 30 th	October 30 th
UC	October 30 th	April 30 th

b) **Applications from incoming students must reach the hosting institution by:**

Receiving institution	Term 1 or full year [day/month]	Term 2 [day/month]
IUAV	July 30 th	November 30 th
UC	November 30 th	May 30 th

c) **Academic calendar**

Receiving institution [Erasmus code]	Term 1	Term 2
I VENEZIA02	October-February	March-July
UC	February-July	August-January

d) **Teachers in charge of the mobility**

Receiving institution	Teacher's name	Contact details
IUAV	Prof. Alberto FERLENGA and Prof. Fernanda DE MAIO	alberto.ferlenga@iuav.it demaio@iuav.it
UC	Prof. Javier Corvalán and Prof. Margarita Elías	javier.corvalan@uc.edu.py melias@uc.edu.py

The institutions could change the teacher in charge of the mobility, in this event a notice should be sent to the other party in a reasonable short time.

e) **Inclusion and accessibility**

The institution will provide support to incoming mobile participants with fewer opportunities. 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	- Reduced mobility	inclusione@iuav.it	http://www.iuav.it/studenti/quanto

	- Hearing impairments - Visual impairments - Specific Learning Disorders	+39 (0)41 2571828	-si-/Diritto-al/Studenti-c/index.htm (in Italian)
UC	- Reduced mobility - Specific Learning Disorders	bestudia@uca.edu.py +021 334 650	Analyzed for each case

f) Costs and fees

The costs of visas, insurance, travel, housing and other costs of life in the foreign country are the student/staff's responsibility. Exchange students will benefit of the dual enrolment and they don't pay any fee at the hosting university.

g) Termination of the agreement

This agreement will be in force from the most recent date of its execution for five (5) years. However, in the event of unilateral termination, a notice of at least one academic year should be given to the other party. Ongoing activities will have their natural end.

Information

1) Grading systems of the institutions

The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Receiving institution [acronym or city]	Grading and credit information
IUAV	Grades from 18 to 30 cum laude, where 18 is the minimum passing grade. 1 ECTS credit corresponds to 25 hours: 10 hours lectures and 15 hours of individual work. ... ECTS correspond to 1 ... credit.
UC	Grades from 1 to 5, where 5 is the maximum grade and 2 corresponds to 60%, the minimum percentage established for the approval of the subject. With grade 1 it is not considered approved.

2) Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants.

Information and assistance can be provided by the following contact points and information sources:

Institution [acronym or city]	Contact details (e-mail, phone)	Website for information
IUAV Before departure towards Italy students must ask information to Italian Embassy in their Home Country.	Embassy of Italy in Assunción	https://ambassunzione.esteri.it/Ambasciata_Assunzione/es/ambasciata/gli_uffici
UC	Embassy of Assunción	

For questions during your stay in Italy, contact the Embassy of Paraguay in Italy.	Rome	embapar.italia@mre.gov.py
--	------	--

3) **Insurance**

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants.

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	Recommendation	Contact details (e-mail, phone)	Website for information
IUAV	Non-EU citizens are required to take out private medical and health insurance before leaving their home Country and to obtain a consular declaration regarding its validity in Italy. Iuav only provides for accidents and damage insurance during the academic activities of outbound and incoming student/staff.	acquisti@iuav.it +39 (0)41 2571833	https://www.iuav.it/studenti/servizi-e-/polizza-as/index.htm (in Italian)
UC	Students must contract private medical and health insurance before leaving their country of origin valid in Paraguay. UC does not offer any type of insurance.	--	--

4) **Housing**

The receiving institution will guide incoming mobile participants in finding accommodation.

Information and assistance can be provided by the following persons and information sources:


Institution	Contact details (e-mail, phone)	Website for information
IUAV Iuav has not a dormitory. For accommodation incoming students must arrange well in advance themselves with hostels or private apartments/room.	housing@iuav.it	https://www.iuav.it/studenti/servizi-e-/housing/index.htm (in Italian)
UC For accommodation, incoming students must arrange their placement in hostels, apartments or private rooms themselves.	--	



RECTORADO
Pbro. Dr. Narciso Velázquez Ferreira
Rector

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Date:

Institution [acronym or name and city]	Name, function	Signatura and Seal
IUAV	Prof. Benno ALBRECHT, Rector	
UC	Pbro. Dr. Narciso VELAZQUEZ FERREIRA, Rector	