

**Erasmus+ Programme Inter-institutional agreement**  
**Key Action 1**  
**Learning mobility for higher education students and staff**  
**between EU Member States and third countries associated to the Programme**  
**and third countries not associated to the Programme**

The institutions<sup>1</sup> named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ KA171 – International Credit Mobility call years 2023-2026. The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the Erasmus Charter for Higher Education<sup>2</sup> and in this agreement. The institutions agree on exchanging their mobility-related data according to the principles of GDPR<sup>3</sup> and in line with the technical standards of the European Student Card Initiative<sup>4</sup>, when this becomes available for international mobility involving third countries not associated to the Programme.

<b>Name</b>	<b>UNIVERSITÀ DEGLI STUDI DI PADOVA</b>	
<b>Erasmus and OID Code</b>	<b>I-PADOVA01 (E10186361)</b>	
<b>Institutional Coordinator</b>	Prof. Cristina Basso Institutional Coordinator	Via Lungargine del Piovego 1, 35131 – PADOVA (ITALY) Tel: +39 049 827 3052; Fax: +39 049 827 3917 Email: <a href="mailto:erasmus@unipd.it">erasmus@unipd.it</a> , <a href="mailto:international@unipd.it">international@unipd.it</a>
<b>Legal representative</b>	Prof. Daniela Mapelli Rector of the University	Via 8 Febbraio 2, 35122 Padova Tel: +39 049 827 3001; Fax: +39 049 827 3009 Email: <a href="mailto:rettore@unipd.it">rettore@unipd.it</a>

<sup>1</sup> Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

<sup>2</sup> [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en)

<sup>3</sup> [https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr\\_en](https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en)

<sup>4</sup> [https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative\\_en](https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en)

<b>Departmental flow coordinator</b>	Prof. Paolo Simonini Institutional Coordinator	Via Lungargine del Piovego 1, 35131 – PADOVA (ITALY) Tel: +39 049 827 3052; Fax: +39 049 827 3917 Email: <a href="mailto:paolo.simonini@unipd.it">paolo.simonini@unipd.it</a>
<b>Contact person for the implementation of the project</b>	Salvatore Messina - Project contact person Fiorella De Gobbi - Incoming staff Elisa Zambon - Incoming students Sabrina Marchiori - Outgoing students Nicola Benfatto - Outgoing staff	Email: <a href="mailto:international.projects@unipd.it">international.projects@unipd.it</a> Email: <a href="mailto:fiorella.degobbi@unipd.it">fiorella.degobbi@unipd.it</a> Email: <a href="mailto:mobilty.in@unipd.it">mobilty.in@unipd.it</a> Email: <a href="mailto:erasmus@unipd.it">erasmus@unipd.it</a> Email: <a href="mailto:nicola.benfatto@unipd.it">nicola.benfatto@unipd.it</a>
<b>Website</b>	<a href="http://www.unipd.it/en/">http://www.unipd.it/en/</a>	
<b>UniPd Agreement Re. No.</b>	8229	

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

## 1. Information about the higher education institutions

<b>Name</b>	<b>UNIVERSIDAD TECNOLÓGICA DE PANAMÁ</b>	
<b>Erasmus and OID Code</b>	UTP PANAMA	
<b>Legal representative</b>	Prof. Omar O. Aizpurúa Pino Rector of the University	Edificio de Postgrado, Campus Dr. Víctor Levi Sasso, Avenida Universidad Tecnológica, Email: <a href="mailto:rectoria@utp.ac.pa">rectoria@utp.ac.pa</a> , Tel: +507 5603178
<b>Departmental flow coordinator</b>	Prof. Mabel Del Cid	Edificio de Postgrado, Campus Dr. Víctor Levi Sasso, Avenida Universidad Tecnológica, Email: <a href="mailto:mabel.delcid@utp.ac.pa">mabel.delcid@utp.ac.pa</a> , Tel: +507 66774853
<b>Contact person for the implementation of the project</b>	Prof. Evelyn Obregon, Prof. Jennifer Spence	Edificio de Postgrado, Campus Dr. Víctor Levi Sasso, Avenida Universidad Tecnológica, Email: <a href="mailto:evelyn.obregon@utp.ac.pa">evelyn.obregon@utp.ac.pa</a> ,

## 2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement.

### 2.1 Student Mobility for Studies (SMS)

FROM	TO	Subject area code and name – ISCED	Study cycle	Number of students	Student Months (=sum)
Panama	Padova	0732-0788-0739	1,2	1	5

### 2.1 Staff Mobility for Teaching and Training

FROM	TO	Numbers	Days (=sum)
Panama	Padova	1	12
Padova	Panama	1	12

*Should there not be sufficient applications / nominations in the above subject areas, the Call will be opened to all fields of study (ISCED 00 Generic programmes and qualifications) starting from the 2<sup>nd</sup> year of implementation, upon joint decision of the parties.*

## 3 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<sup>5</sup> at the start of the mobility period (see also section 5 “Preparation and Support”).

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<sup>5</sup> For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

### 3. Student Mobility for Studies

Please indicate the level required for incoming students and if a certification is needed		Certification		Level (CEFR – Common European Framework of Reference)					
I PADOVA01 Language Required	ENGLISH For courses in English	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	elementary		intermediate		advanced	
				A1 <input type="checkbox"/>	A2 <input type="checkbox"/>	B1 <input checked="" type="checkbox"/>	B2 <input type="checkbox"/>	C1 <input type="checkbox"/>	C2 <input type="checkbox"/>
I PADOVA01 Language Required	ITALIAN For courses in Italian	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	elementary		intermediate		advanced	
				A1 <input type="checkbox"/>	A2 <input checked="" type="checkbox"/>	B1 <input type="checkbox"/>	B2 <input type="checkbox"/>	C1 <input type="checkbox"/>	C2 <input type="checkbox"/>
UTP PANAMA Language Required	ENGLISH For courses in English	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	elementary		intermediate		advanced	
				A1 <input type="checkbox"/>	A2 <input type="checkbox"/>	B1 <input checked="" type="checkbox"/>	B2 <input type="checkbox"/>	C1 <input type="checkbox"/>	C2 <input type="checkbox"/>
UTP PANAMA Language Required	SPANISH For courses in English	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	elementary		intermediate		advanced	
				A1 <input type="checkbox"/>	A2 <input type="checkbox"/>	B1 <input checked="" type="checkbox"/>	B2 <input type="checkbox"/>	C1 <input type="checkbox"/>	C2 <input type="checkbox"/>

#### 3.1 Staff Mobility for Teaching and Training

Please indicate the level required for incoming staff and if a certification is needed		Certification		Level (CEFR – Common European Framework of Reference)					
I PADOVA01 Language Required	ENGLISH For courses in English	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	elementary		intermediate		advanced	
				A1 <input type="checkbox"/>	A2 <input type="checkbox"/>	B1 <input type="checkbox"/>	B2 <input checked="" type="checkbox"/>	C1 <input type="checkbox"/>	C2 <input type="checkbox"/>
UTP PANAMA Language Required	ENGLISH For courses in English	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	elementary		intermediate		advanced	
				A1 <input type="checkbox"/>	A2 <input type="checkbox"/>	B1 <input checked="" type="checkbox"/>	B2 <input type="checkbox"/>	C1 <input type="checkbox"/>	C2 <input type="checkbox"/>

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

### 4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- For tuition, registration, 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.

### **Outreach and Selection of participants: calendar, application procedure and requirements**

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

**Nominations** of selected students and **applications** by nominated students must reach the receiving institution by:

<b>Receiving institution</b> [Erasmus code or city]	<b>Term duration</b>	<b>Nominations Deadline<sup>6</sup></b>	<b>Applications Deadline<sup>7</sup></b>
I-PADOVA01	Winter Term: from 3 October to 25 February	Winter Term: 30 April	Winter Term: 31 May
	Spring Term: from 26 February to 22 July	Spring Term: 30 September	Spring Term: 30 November
	Winter Term: from March to July	Winter Term: 09 October	Winter Term: 05 October

<sup>6</sup> Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

<sup>7</sup> Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

UTP PANAMA	Spring Term: from August to December	Spring Term: 01 April	Spring Term: 01 July
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Both parties agree that mobility flows shall take place in the second semester of academic year 2023/24 and in both the first and second semester of academic year 2024/25 and 2025/26. The academic calendar at the University of Padua is available at: <https://www.unipd.it/en/key-academic-dates>. The academic calendar at the University of British Columbia is available at: <https://www.calendar.ubc.ca/vancouver/academicyear.cfm>

The receiving institution will send its decision within 3-6 weeks after deadline.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

<b>Application procedure</b>		
<b>Receiving Institution</b> [Erasmus code or city]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I-PADOVA01	Tel.: +39 049 8273061 e-mail: <a href="mailto:mobility.in@unipd.it">mobility.in@unipd.it</a>	<a href="https://www.unipd.it/en/erasmus-studies-semp">https://www.unipd.it/en/erasmus-studies-semp</a>
UTP PANAMA	Tel: (507) 560-3201 / (507) 560-3327 e-mail: <a href="mailto:relaciones.internacionales@utp.ac.pa">relaciones.internacionales@utp.ac.pa</a>	<a href="https://utp.ac.pa/introduccion-relaciones-internacionales">https://utp.ac.pa/introduccion-relaciones-internacionales</a>

<b>Requirement for UniPd Students</b>	<b>Requirements for UTP PANAMA students</b>
Academic requirements: <i>Number of ECTS credits (or equivalent) already completed / current level of completion of studies</i> <i>Subject area (ISCED code)</i> <i>EQF level</i>	Academic requirements: <i>Number of ECTS credits (or equivalent) already completed / current level of completion of studies</i> <i>Subject area (ISCED code)</i> <i>EQF level</i>
Language proficiency	Language proficiency

Motivation letter	Academic Merit
	Motivation letter
	Curriculum Vitae
	Support letter

Inclusion measures<sup>8</sup>

*Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide)*

*To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.*

## 5. Preparation and support

The Higher Education Institution(s) in an EU Member State or associated third country commit(s) to ensure that students are aware of their rights and obligations as defined in the [Erasmus+ Student Charter](#)<sup>9</sup>. All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.
- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related

<sup>8</sup> You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here:

[https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en)

<sup>9</sup> The Erasmus+ Student Charter is available here: [https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter\\_en](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en)

costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.



	<b>I-PADOVA01</b>	<b>UTP Panama</b>
Project Management	Tel.: +390498276353 e-mail: <a href="mailto:international.projects@unipd.it">international.projects@unipd.it</a>	Jennifer Spence - Outgoing Mobility Coordinator
Incoming Students	Tel.: +39 049 8273061 e-mail: <a href="mailto:mobility.in@unipd.it">mobility.in@unipd.it</a> <a href="https://www.unipd.it/en/erasmus-studies-semp">https://www.unipd.it/en/erasmus-studies-semp</a>	Estephany Pineda - Incoming Mobility Coordinator, Email: <a href="mailto:estephany.pineda@utp.ac.pa">estephany.pineda@utp.ac.pa</a>
Outgoing Students	Tel.: +39 0498273061 e-mail: <a href="mailto:erasmus@unipd.it">erasmus@unipd.it</a> / <a href="mailto:mobility.out@unipd.it">mobility.out@unipd.it</a> <a href="https://www.unipd.it/erasmus-studio-semp">https://www.unipd.it/erasmus-studio-semp</a>	Jennifer Spence - Outgoing Mobility Coordinator, Email: <a href="mailto:jennifer.spence@utp.ac.pa">jennifer.spence@utp.ac.pa</a>
Staff	Tel.: +39 0498276353 Outgoing staff e-mail: <a href="mailto:nicola.benfatto@unipd.it">nicola.benfatto@unipd.it</a> Incoming staff e-mail: <a href="mailto:international.projects@unipd.it">international.projects@unipd.it</a>	Jennifer Spence - Outgoing Mobility Coordinator, Email: <a href="mailto:jennifer.spence@utp.ac.pa">jennifer.spence@utp.ac.pa</a>
Students and staff with special needs	Tel.: +39 049 827 3058 e-mail: <a href="mailto:inclusionestudenti@unipd.it">inclusionestudenti@unipd.it</a> <a href="https://www.unipd.it/en/resources-and-supports-students-disability-or-learning-disabilities">https://www.unipd.it/en/resources-and-supports-students-disability-or-learning-disabilities</a>	Estephany Pineda - Incoming Mobility Coordinator, Email: <a href="mailto:estephany.pineda@utp.ac.pa">estephany.pineda@utp.ac.pa</a> ; Jennifer Spence - Outgoing Mobility Coordinator, Email: <a href="mailto:jennifer.spence@utp.ac.pa">jennifer.spence@utp.ac.pa</a>  Panama Student Visa <a href="https://www.relofirm.com/es/visa-de-estudiante-panama/#:~:text=El%20programa%20de%20visa%20de,asistir%20a%20una%20Universidad%20Paname%C3%B1a">https://www.relofirm.com/es/visa-de-estudiante-panama/#:~:text=El%20programa%20de%20visa%20de,asistir%20a%20una%20Universidad%20Paname%C3%B1a</a>
Housing	Tel.: +39 049 7927306 e-mail: <a href="mailto:sassa@esu.pd.it">sassa@esu.pd.it</a> <a href="https://www.unipd.it/en/accommodation-erasmus-semp">https://www.unipd.it/en/accommodation-erasmus-semp</a>	Estephany Pineda - Incoming Mobility Coordinator, Email: <a href="mailto:estephany.pineda@utp.ac.pa">estephany.pineda@utp.ac.pa</a> ; Jennifer Spence - Outgoing Mobility Coordinator, Email: <a href="mailto:jennifer.spence@utp.ac.pa">jennifer.spence@utp.ac.pa</a>
Visa	Tel. +39 049 8273077 e-mail: <a href="mailto:saos@unipd.it">saos@unipd.it</a>	Estephany Pineda - Incoming Mobility Coordinator, Email: <a href="mailto:estephany.pineda@utp.ac.pa">estephany.pineda@utp.ac.pa</a> ;

	<a href="http://www.unipd.it/en/exchange-students/erasmus-studies/your-arrival-erasmus-studies">http://www.unipd.it/en/exchange-students/erasmus-studies/your-arrival-erasmus-studies</a>	Jennifer Spence - Outgoing Mobility Coordinator, Email: <a href="mailto:jennifer.spence@utp.ac.pa">jennifer.spence@utp.ac.pa</a>  Panama Student Visa <a href="https://www.relofirm.com/es/visa-de-estudiante-panama/#:~:text=El%20programa%20de%20Visa%20de,asistir%20a%20una%20Universidad%20Paname%C3%B1a">https://www.relofirm.com/es/visa-de-estudiante-panama/#:~:text=El%20programa%20de%20Visa%20de,asistir%20a%20una%20Universidad%20Paname%C3%B1a</a>
Insurance <sup>10</sup>	<a href="https://www.unipd.it/en/exchange-students/erasmus-studies/your-arrival-erasmus-studies">https://www.unipd.it/en/exchange-students/erasmus-studies/your-arrival-erasmus-studies</a>	Estephany Pineda - Incoming Mobility Coordinator, Email: <a href="mailto:estephany.pineda@utp.ac.pa">estephany.pineda@utp.ac.pa</a> ;  Jennifer Spence - Outgoing Mobility Coordinator, Email: <a href="mailto:jennifer.spence@utp.ac.pa">jennifer.spence@utp.ac.pa</a>  Insurance: <a href="https://www.canva.com/design/DAFtsQoOq5Y/6K7Fz3G1gWu73hqV6Qzxsg/edit?utm_content=DAFtsQoOq5Y&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton">https://www.canva.com/design/DAFtsQoOq5Y/6K7Fz3G1gWu73hqV6Qzxsg/edit?utm_content=DAFtsQoOq5Y&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton</a>

## 1. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

<ul style="list-style-type: none"> <li>• <b>University of Padua:</b> For Bachelor’s and Master’s degree programmes the University of Padua uses the European Credit Transfer and Accumulation System (<a href="http://ec.europa.eu/education/ects/users-guide/index_en.htm">http://ec.europa.eu/education/ects/users-guide/index_en.htm</a>) where 1 credit = 25 hours of work (17 hours of lectures and 8 hours of individual study). The grading scale ranges from 18 to 30 cum laude, linearly, in which 18 is the minimum mark to obtain approval (<a href="https://www.unipd.it/en/ects-erasmus-out">https://www.unipd.it/en/ects-erasmus-out</a>). The statistical distribution of grades in the ToR is based on the results obtained by all students in all course units offered at the University of Padua. For each positive grade on the Italian scale, the actual percentage of students who obtained that grade is indicated. For PhD programmes, the University of Padua does not use ECTS nor a grading system. The recognition of the activities is carried out by the Academic Coordinator or the Head of the Degree Programme or their delegate, based on the indications given by the Mobility Unit Desk at School/Department.</li> <li>• <b>UTP PANAMA:</b> 3 cycles/levels (Bachelor/Undergraduate; Master/Postgraduate; Doctorate). One (1) credit hour corresponds to: One (1) hour of class or seminar per week or a period of two (2) or three (3) hours per week of laboratory (verification and demonstration of theoretical concepts), or a period of two (2) to four (4) hours per week of Workshop or Field Practice (practical</li> </ul>
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<sup>10</sup> The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

applications and development of manual dexterity and other similar). The UTP will only recognize credits for subjects approved in other universities with grades not lower than "C" or its equivalent. The Credit System that governs the UTP, is the one that recognizes for academic periods the number of hours of credits. The postgraduate index is the average of all the grades obtained by the student in a postgraduate program and to calculate them a numerical value is given to the following letters: A equals 3; B to 2; C to 1; D and F to 0. At UTP the recognition of the activities are process by the Incoming / Outgoing Mobility Coordinators and then is carried out by the Academic Coordinator with the approval of the General Secretary Department. One (1) credit hour corresponds to: One (1) hour of class or seminar per week or a period of two (2) or three (3) hours per week of laboratory (verification and demonstration of theoretical concepts), or a period of two (2) to four (4) hours per week of Workshop or Field Practice (practical applications and development of manual dexterity and other similar).

- 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 and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
  - o Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
  - o 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.
  - o Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

## **6. Grading systems of the institutions**

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#)<sup>11</sup>. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

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<sup>11</sup> The ECTS user's guide is available here: [https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide\\_en](https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en)

Institution [Erasmus code or city]	Website for information
I-PADOVA01	<a href="https://www.unipd.it/en/ects-erasmus-out">https://www.unipd.it/en/ects-erasmus-out</a>
UTP PANAMA	The Credit System that governs the UTP, is the one that recognizes for academic periods the number of hours of credits. The postgraduate index is the average of all the grades obtained by the student in a postgraduate program and to calculate them a numerical value is given to the following letters: A equals 3; B to 2; C to 1; D and F to 0.

## 7. Termination of the agreement

Termination of this Agreement or Changes in the data set above can be done annually, if communicated by November 1st in the preceding academic year.

### SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature <sup>12</sup>
I-PADOVA01	Prof. Cristina Basso Vice-Rector for International Relations	07/12/2023	
UTP PANAMA	Dr. Omar O. Aizpurúa P. Rector	11/12/2023	



RECTORÍA

<sup>12</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation