

Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet

This annex is an integral part of the Erasmus + Inter-institutional agreement

1. Institutional Information

1.1. Institutional details

Name of the institution	Aix-Marseille University
Erasmus Code	F MARSEIL84
EUC	
Institution website	http://www.univ-amu.fr
Online course catalogue	http://allsh.univ-amu.fr/

1.2. Main contacts

Contact person	Dr. Ariane Bliet
Responsibility	Director of International Relations
Contact details	Email: ariane.bliet@univ-amu.fr

Contact person	Cindy ALBINSKI
Responsibility	Erasmus+ inter-institutional agreements Erasmus incoming students (for UK, Ireland, Germany, Portugal, Greece and Cyprus)
Contact details	Phone: +33 4 13 55 31 88 Email: erasmus-in-humanities2@univ-amu.fr

Contact person	Elodie MAGAUD
Responsibility	Erasmus incoming students (for all the other European countries)
Contact details	Phone: +33 4 13 55 31 81 Email: erasmus-in-humanities1@univ-amu.fr

Contact person	Cécile de Miras Durey
Responsibility	Erasmus Outgoing students
Contact details	Phone: +33 413 55 31 83 Email: erasmus-out-humanities@univ-amu.fr

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	French	B1
Staff Mobility for Teaching	Any	French	/

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

We require an official document signed by a member of the French department of your university to confirm the candidate's level of French.

We strongly encourage students to attend the intensive French language courses which are offered by Aix-Marseille University: <http://sites.univprovence.fr/scefee/annuel.html>.

For more details on the language of instruction recommendations, please refer to our course catalogue.

2.2. Application process

Once nominated at Aix-Marseille University, incoming students have to go through the application process so that the Faculty of Humanities examines their candidacy.

Application process: <http://dri.univ-amu.fr/fr/etudiant-entrant-allsh>

2.3 Calendar

2.3.1 Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	April, 30 th (Application deadline : May, 31st)
Spring term	September, 30 th (Application deadline : October, 31st)

2.3.2 Decision Response

We will send our decision within 5 weeks after receiving the applications.

2.3.3 Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at our institution.

2.3.4 Termination of Agreement

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 1 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."

3 Additional information

3.3 Grading system

[It is recommended that each institution provides the statistical distribution of grades according to the descriptions in the ECTS 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.]

F MARSEIL84 :

- 18 = excellent
- 16 = very good
- 14 = good
- 12 = amply sufficient
- 10 = pass
- 8 = marginal fail
- <8 = clear fail

