



EUROPEAN UNION

**Erasmus+**  
Enriching lives, opening minds.

2021-2027

**Erasmus+ Programme  
Inter-institutional agreement  
Key Action 1  
Learning mobility for higher education students and staff**

**Between**

**Università degli Studi di Perugia  
and**

**the State University of New York by and on behalf of Stony Brook University**

The institutions 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+ call years 2021-2027 in:

- KA131
- KA171

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>1</sup> and in this agreement.

The institutions agree that it may become necessary to exchange certain information pertaining to their mobility-related data according to the principles of GDPR<sup>2</sup> and in line with the technical standards of the European Student Card Initiative<sup>3</sup>, when this becomes available for international mobility involving third countries not associated to the Programme.

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.

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<sup>1</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>2</sup> [https://ec.europa.eu/info/law/law-law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr\\_en](https://ec.europa.eu/info/law/law-law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en)

<sup>3</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)

## 1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city <sup>4</sup> ECHE number OID number	Contact details <sup>5</sup> (email, phone)	Websites
Università degli Studi di Perugia	I PERUGIA01 101015208 E10208676	<p><b>Academic Coordinator:</b> Department of Pharmaceutical Sciences Prof. Elisabetta Albi e-mail: <a href="mailto:elisabetta.albi@unipg.it">elisabetta.albi@unipg.it</a></p> <p><b>Administrative Coordinator:</b> Sonia Trinari Head International Relations Office Università degli Studi di Perugia Piazza Università, 1 06123 Perugia - Italy e-mail: <a href="mailto:ufficio.relint@unipg.it">ufficio.relint@unipg.it</a> Tel. +39-075-5852106; +39-075-5852084 Fax: +39-075-5852209</p>	<p>University of Perugia: <a href="http://www.unipg.it/">http://www.unipg.it/</a></p> <p>International Relations Area: <a href="http://www.unipg.it/Internazionale">http://www.unipg.it/Internazionale</a></p> <p>ECTS Catalogue: <a href="https://www.unipg.it/en/ects">https://www.unipg.it/en/ects</a></p> <p>Academic Calendar: <a href="http://www.unipg.it/en/courses/academic-calendar">http://www.unipg.it/en/courses/academic-calendar</a></p>
Stony Brook University	Stony Brook, New York (United States)	<p><b>Academic Coordinator</b> Department of Cancer Center Prof. Chiara Luberto e-mail: <a href="mailto:Chiara.Luberto@stonybrook.edu">Chiara.Luberto@stonybrook.edu</a></p> <p><b>Administrative Coordinator:</b> <a href="mailto:Christine.Linneman@stonybrookmedicene.edu">Christine.Linneman@stonybrookmedicene.edu</a></p>	<p>General website: <a href="https://cancer.stonybrookmedicene.edu/CancerResearch/LipidLaboratory">https://cancer.stonybrookmedicene.edu/CancerResearch/LipidLaboratory</a></p> <p>Faculty/faculties website: <a href="https://cancer.stonybrookmedicene.edu">https://cancer.stonybrookmedicene.edu</a></p>

<sup>4</sup> Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code and ECHE number; HEIs from third countries not associated to the Programme should mention the city where they are located. Both HEIs should indicate their OID number (Organisation ID) as registered on the Erasmus+ and European Solidarity Corps platform: <https://webgate.ec.europa.eu/erasmus-esc/index/organisations/search-for-an-organisation>.

<sup>5</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

	ne.edu/CancerResearch/LipidLab oratory/Luberto-staff
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## 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. In case of later updates in the mobility data, the partners can also agree to accept informal communication means (e.g. exchanges of emails as written proof).

### Number of student and staff mobility periods

The table serves as a template - the partners are free to adjust it, e.g. to add or delete columns or separate student and staff mobilities.

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area ISCED CODE <sup>6</sup> (optional)	Subject area NAME (optional)	Study cycle [short cycle, 1st, 2nd or 3rd] (optional)	Number of mobility periods			
					Student Mobility [Specify here total number of students]	Student Mobility [Specify here total number of months]	Staff Mobility [Specify here total number of staff]	Staff Mobility [Specify here total number of days]
I PERUGIA 01	Stony Brook University	0512	Biochemistry	3rd	1	6	0	0
Stony Brook University	I PERUGIA01	n/a	Cancer Biology	Spring 2025 Term	0	0	0	0

<sup>6</sup> <https://circa.bc.euroopa.eu/sdl/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

**Optional additional information**

**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>7</sup> at the start of the mobility period (see also section 5 "Preparation and Support").

*The table serves as a template - the partners are free to adjust it, e.g. to separate requirements for students and staff.*

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
I PERUGIA01		Italian	English (for the courses held in English language)	A2 (Italian), B1 (English)	B1 (English)
Stony Brook University		English		<a href="https://www.stonybrook.edu/commcms/visa/_pdf/J-1-Scholars-English-Proficiency.pdf">https://www.stonybrook.edu/commcms/visa/_pdf/J-1-Scholars-English-Proficiency.pdf</a>	

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.

<sup>7</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>

#### 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.

*This section is mandatory/applicable only for KA171. Repartition of the granted Organisational Support between the partners is strongly recommended, but not mandatory:*

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives

#### 5. 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 provided that such inclusion targets may not violate laws applicable to the Institution.
- 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.

Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code or city]	Term duration	Deadline <sup>8</sup>
I PERUGIA01	N/A	
Stony Brook University	Winter Term: n/a Spring Term: from January 2025 to June 2025	Winter Term Application deadline: n/a Spring Term Application deadline: n/a

The receiving institution will send its decision within 5 (five) weeks (no later than 5 weeks) of the 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:

Application procedure (optional)		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
I PERUGIA01	<a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a> Tel. +39-075-5855173 Fax +39-075-5852352	<a href="https://www.unipg.it/en/ects">https://www.unipg.it/en/ects</a>

<sup>8</sup> Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

	<a href="mailto:ufficio.relint@unipg.it">ufficio.relint@unipg.it</a> Tel. +39-075-5852106	
Stony Brook University	Chiara Luberto Tel. 1 (631) 216-2901 <a href="mailto:Chiara.luberto@stonybrook.edu">Chiara.luberto@stonybrook.edu</a>	Stonybrook.edu/visa

### Selection criteria

Please sum up in this table the selection criteria. This is a non-exhaustive list – partners are invited to agree on the eventual list of selection criteria.

Requirement	Details	Website for information (optional)
Academic requirements	BS (Biological field of study)	
CV	Hands-on laboratory experience in research targeting metabolism and biological functions of sphingolipids. Optional, but preferred: Enrolment in a PhD program with a biology focus.	
Other	NA	

### 6. 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>.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

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 receiving Higher Education Institution. Erasmus Charter permits the student to use project funds in the most inclusive way to cover related 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.
- Università degli Studi di Perugia must provide participants with their **grant as soon as possible upon arrival**, including

<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)

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.

*The table serves as a template - the partners are free to adjust it, e.g. to add more measures, to replicate per partner HEI etc.*

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	I PERUGIA01	servizio.incoming@unipg.it Tel. +39-075-5855173, Fax +39-075-5852352 ufficio.relint@unipg.it Tel.+39-075-5852106	<a href="https://www.unipg.it/en/ects">https://www.unipg.it/en/ects</a> <a href="https://www.unipg.it/en/international-students/general-information/accommodation">https://www.unipg.it/en/international-students/general-information/accommodation</a> <a href="https://www.unipg.it/en/international-students/incoming-exchange-students/practical-information-for-incoming-students">https://www.unipg.it/en/international-students/incoming-exchange-students/practical-information-for-incoming-students</a>
Language Support	I PERUGIA01	servizio.incoming@unipg.it Tel. +39-075-5855173, Fax +39-075-5852352 ufficio.relint@unipg.it Tel.+39-075-5852106	<a href="https://www.unipg.it/en/international-students/general-information/language-courses">https://www.unipg.it/en/international-students/general-information/language-courses</a> <a href="https://cla.unipg.it/en/erasmus">https://cla.unipg.it/en/erasmus</a>
Visa	I PERUGIA01	servizio.incoming@unipg.it Tel. +39-075-5855173, Fax +39-075-5852352 ufficio.relint@unipg.it Tel.+39-075-5852106	Non EU Students need to apply online at <a href="https://www.universitaly.it/index.php/registration">https://www.universitaly.it/index.php/registration</a> specifying that they are applying for an Erasmus+ study mobility period at Università degli Studi di Perugia. They will also be required to upload some compulsory documents, such as a valid passport, Transcript of Records and Learning Agreement approved.

Insurance	I PERUGIA01	<p><a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a>  Tel. +39-075-5855173, Fax +39-075-5852352  <a href="mailto:ufficio.relint@unipg.it">ufficio.relint@unipg.it</a>  Tel. +39-075-5852106</p>	<p><a href="https://www.unipg.it/en/international-students/general-information/insurance">https://www.unipg.it/en/international-students/general-information/insurance</a>  <a href="https://www.unipg.it/en/international-students/incoming-exchange-students/practical-information-for-incoming-students">https://www.unipg.it/en/international-students/incoming-exchange-students/practical-information-for-incoming-students</a></p>
Inclusion of participants with fewer opportunities	I PERUGIA01	<p><a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a>  Tel. +39-075-5855173, Fax +39-075-5852352  <a href="mailto:ufficio.relint@unipg.it">ufficio.relint@unipg.it</a>  Tel. +39-075-5852106</p>	<p>Available infrastructures for people with:</p> <ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- Specific language disorders</li> </ul> <p>Description of infrastructures:</p> <ul style="list-style-type: none"> <li>- Specific software</li> <li>- Text-to-speech</li> <li>- Apple, Samsung and Microsoft tablets</li> <li>- Livescribe "Echo Pen"</li> <li>- InL@b - Inclusive technologies laboratory</li> </ul> <p><a href="https://www.unipg.it/en/international-students/general-information/facilities-for-special-needs-students">https://www.unipg.it/en/international-students/general-information/facilities-for-special-needs-students</a>  <a href="https://www.unipg.it/servizi/counseling-inl-b-laboratorio-di-tecnologie-inclusive">https://www.unipg.it/servizi/counseling-inl-b-laboratorio-di-tecnologie-inclusive</a></p>
Mentoring	I PERUGIA01	<p><a href="mailto:servizio.incoming@unipg.it">servizio.incoming@unipg.it</a>  Tel. +39-075-5855173, Fax +39-075-5852352  <a href="mailto:ufficio.relint@unipg.it">ufficio.relint@unipg.it</a>  Tel. +39-075-5852106</p>	<p>Departmental Erasmus Coordinators  <a href="https://www.unipg.it/files/pagine/940/delegati_erasmus.pdf">https://www.unipg.it/files/pagine/940/delegati_erasmus.pdf</a>  Buddy Programme  <a href="https://www.unipg.it/en/international-students/incoming-exchange-students">https://www.unipg.it/en/international-students/incoming-exchange-students</a></p>

			Academic Guidance <a href="https://www.unipg.it/en/courses/arrangements-for-academic-guidance">https://www.unipg.it/en/courses/arrangements-for-academic-guidance</a>
Grant payments	I PERUGIA01	<a href="mailto:ufficio.relint@unipg.it">ufficio.relint@unipg.it</a> Tel. +39-075-5852106	
Alumni information	I PERUGIA01		<a href="https://www.unipg.it/en/international-students/general-information/student-associations">https://www.unipg.it/en/international-students/general-information/student-associations</a>

### Stony Brook University

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	Stony Brook University	N/A	The University does not have accommodation that can be provided. It would be the student's responsibility to find suitable housing.
Language Support	Stony Brook University	<a href="https://www.stonybrook.edu/commcms/visa/immigration-status/j1-students/index.php">https://www.stonybrook.edu/commcms/visa/immigration-status/j1-students/index.php</a>	Defer to V & I Office, but believe in order to obtain J1 Visa visitor must demonstrate English Language Proficiency.
Visa	Stony Brook University	<a href="https://www.stonybrook.edu/commcms/visa/immigration-status/j1-students/index.php">https://www.stonybrook.edu/commcms/visa/immigration-status/j1-students/index.php</a>	Sponsoring Department will initiate process to obtain DS2019 form for Visa application

- 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:
  - 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.
  - 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
  - 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.

## 8. 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>10</sup>. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
I PERUGIA01		<a href="https://www.unipg.it/en/courses/ects-credit">https://www.unipg.it/en/courses/ects-credit</a>
Stony Brook University	n/a	NA

<sup>10</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)

Insurance	Stony Brook University	<a href="https://www.stonybrook.edu/commcms/visa/immigration-status/1-students/index.php">https://www.stonybrook.edu/commcms/visa/immigration-status/1-students/index.php</a>	Student Health Insurance policy is available through the V & I Office.
Inclusion of participants with fewer opportunities	Stony Brook University	n/a	n/a
Mentoring	Stony Brook University	<a href="https://cancer.stonybrookmedicine.edu/CancerResearch/LipidLaboratory">https://cancer.stonybrookmedicine.edu/CancerResearch/LipidLaboratory</a> <a href="mailto:Chiara.luberto@stonybrook.edu">Chiara.luberto@stonybrook.edu</a>	1:1 mentorship with Faculty Dr. Chiara Luberto
Grant payments	Stony Brook University	NA	NA
Alumni information	Stony Brook University	NA	NA

## 7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. the [European Credit Transfer and Accumulation System.](#)]*

I PERUGIA 01	ECTS (European Credit Transfer and Accumulation System)
Stony Brook University	Summary evaluation provided by mentor

- 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 non-academic organisations and the mobile participants.

**9. Any other information regarding the terms of the agreement (optional)**

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**10. Termination of the agreement**

Should either party wish to modify or terminate the Inter-institutional Agreement at any time, this must be communicated in writing and with at least one academic year's notice. 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. Any initiative already in progress at the moment of termination of the Inter-institutional Agreement shall be continued under the same conditions. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

**SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>11</sup>
I PERUGIA01	The Rector Prof. Maurizio OLIVIERO	25 NOV 2024	 ALBERTO (Prof. Maurizio Oliviero)
Stony Brook University	Executive Vice President and Provost Dr. Carl Lejuez	11/20/2024	

