



Mobility framework
addressing administrative procedures,
recruitment, infrastructure, support and
automatic recognition

Deliverable 5.2

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Abstract	<p>The Unite! alliance, through its Deliverable 5.2, aims to establish a Mobility Framework to facilitate student mobility across European universities. This initiative focuses on simplifying administrative procedures, enhancing recruitment, providing infrastructure support, and ensuring automatic recognition of credits. The methodology involves creating a Framework Agreement for Flexible Education Offerings, fostering virtual, physical, and blended mobility formats. The result is a more accessible, inclusive European educational landscape, accommodating diverse course types and study levels. The scope includes addressing both the academic and administrative challenges of mobility, aiming for a seamless integration of educational offerings</p>

	into local procedures, thereby enriching the educational experience for students across the Unite! alliance.
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Abbreviation List

Aalto – Aalto University (Aalto)

Cm. – Community

ECTS – European Credit Transfer and Accumulation System

Grenoble INP-UGA – Grenoble INP graduate school of engineering and management,
University Grenoble Alpes

GDPR - General Data Protection Regulation

KTH – KTH Royal Institute of Technology

PDCA - Plan-Do-Check-Act. The Unite! quality management cycle.

PoliTO – Politecnico di Torino

TU Graz – Graz University of Technology

ULisboa – Universidade de Lisboa

UPC – Universitat Politècnica de Catalunya/BarcelonaTech

TUDa – Technical University of Darmstadt

VECP - Virtual Exchange Credit Programme

Wroclaw Tech – Wroclaw University of Science and Technology

1st study cycle: undergraduate/Bachelor level

2nd study cycle: graduate/Master level

3rd cycle: PhD/Doctoral level

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Summary

The "Mobility Framework Addressing Administrative Procedures, Recruitment, Infrastructure Support, and Automatic Recognition" report, part of the Unite! project funded by the European Commission under the ERASMUS-EDU-2022-EUR-UNIV call, presents a comprehensive overview of the efforts to enhance student mobility across nine leading European universities. Unite! aims to foster innovation, technology, and engineering education by enabling joint teaching, research, innovation, and student exchange to advance a green and digital Europe.

The report outlines the development and implementation of a Mobility Framework that facilitates virtual, physical, and blended course formats. It highlights the willingness among the universities to create new forms of educational offerings, emphasizing the reduction of administrative barriers and the integration of educational offerings into local procedures. This is achieved through a set of joint agreements aimed at simplifying the administrative processes involved in student mobility and exchange, including the recruitment and support infrastructure and the automatic recognition of credits.

Central to the framework is the "Framework Agreement for Flexible Education Offerings," signed by all partner universities. This document establishes the rules for developing and implementing exchange studies delivered through various formats of short mobilities i.e. blended, virtual and physical, and addresses the recognition of credits, student status, and administrative procedures. It seeks to complement, not replace, long-term physical mobility, offering a more inclusive option for student exchange.

The report also details the challenges faced in implementing this framework, such as administrative hurdles and the need for a sustainable process for virtual exchange. Solutions include developing internal processes at partner universities to accept, enrol, and register students for virtual courses and short-term studies, ensuring compliance with security regulations and providing access to virtual platforms and course materials.

Recommendations for future improvements are shared, highlighting the impact of the framework on facilitating flexible educational offerings and enhancing student mobility. The Framework Agreement is designed to be adaptable and open to revision, ensuring it remains relevant and effective in addressing the evolving needs of the Unite! alliance and its objectives.

By addressing administrative challenges and fostering cooperation among European universities, the framework supports the creation of a vibrant, inclusive, and dynamic

educational environment that benefits students, faculty, and the broader academic community.

In conclusion, the framework aims to significantly enhance the educational experience for students across the Unite! alliance by providing them with more opportunities for mobility and access to a diverse range of courses. This could lead to better-prepared graduates with a broader, more international perspective and skill set.

1. Introduction

Unite! acts as a facilitator for exploring and creating new forms of educational offerings, providing both long-term physical mobility as well as short-term mobility thus catering for the vast number of students of our alliance.

As Unite! is committed to a long-term collaboration beyond the project period, the Work Packages are organised into Communities to reflect better the aim of a sustainable alliance beyond the funding phase. The community for Flexible Educational Offerings aims to provide the administrative tools and frameworks that enable and support the development, implementation and running of flexible educational offerings for students. Flexible educational offerings in the context of Unite! encompasses virtual, physical and blended course formats.

To reach the main target audience, i.e., the student community at all nine partner universities, the educational offerings are collected and promoted strategically and coherently in collaboration with relevant stakeholders. Also, see Deliverable 5.1 Strategy for the Promotion of Unite! Educational Offerings.

Deliverable 5.2 in the Grant Agreement reads as follows:

- Name: Mobility framework addressing administrative procedures, recruitment, infrastructure, support and automatic recognition.
- Description: A set of joint agreements covering each typology of joint activity and collaborative courses and programmes to serve as enablers for D.5.2.

The deliverable aims to provide a solid basis to enable an agile process for developing and implementing new formats for collaborative courses. This has been realised by creating a joint understanding and commitment among the Unite! partners and willingness to stress-test the local administrative systems and processes, including exchange studies delivered through virtual and hybrid course formats.

The outcome of the discussions and mutual agreements are delivered in the document “Framework Agreement for Flexible Education Offerings”, duly signed by the Unite! partner representatives, see appendix 1.

Following the intention of the Framework Agreement, the Unite! partners have signed a multilateral agreement for the Virtual Exchange Credit Programme covering all subject areas and enabling virtual student exchange in this specific format. This agreement, in turn, outlines the specific rules to enable an agile process for adding subject areas,

offering students a flexible study path through selected virtual courses made available through the partnership.

This Report describes the work behind the document “Framework Agreement for Flexible Education Offerings”, reflecting on the methodology applied and the need and scope of the agreement in the first five chapters of this document. Rationales and constraints are described in the chapter “Content of the Framework Agreement”, followed by Conclusions.

The pathway for the collaborative work behind the Framework Agreement is closely connected to the mission and set goals for the Unite! Alliance. This implies that Deliverable 5.2 is not attested by the signed agreement, stand-alone, but also entails the result accomplished by the working group members and the internal discussions and achievements at each Unite! partner university. The outcome provides unique offers for the Unite! students to enrich their educational experience through courses offered by the Unite! alliance.

The Framework Agreement connects to the Unite! quality goals declared in the Unite! Quality Management Manual for non-degree mobility and aims to increase the number of attractive offers for short-term credit mobility. Further, it sets the basis for the ambition to create:

- The hybrid (virtual, physical and blended) and multilingual Unite! trans-European Campus with easily accessible joint educational offerings, shared and pooled resources, efficient services and green mobility.
- State-of-the-art learning opportunities with innovative pedagogies for challenge-based approaches, student-centred learning, and high-quality interaction in digital, hybrid and face-to-face learning environments.
- A platform for the open exchange and the free circulation of talents and ideas, strengthening key skills and competencies, supporting diverse research and professional careers based on reformed research assessment, and offering unique opportunities for contributions.
- A community that engages students as equal partners, enables staff to collaborate and participate in professional development all across Europe, and integrates citizens, entrepreneurs, start-ups and innovators into co-creation, knowledge exchange and joint actions within the alliance.

2. Mobility framework addressing administrative procedures, recruitment, infrastructure, support and automatic recognition

2.1 What is a Mobility Framework

For Unite! it is imperative to provide high-quality and added value for collaborative educational activities. With a top-level commitment to reducing administrative barriers for mobility and integrating Unite! educational offerings into local procedures, the alliance has chosen the path of setting out the mobility framework in a specific agreement. The agreement, signed by all Unite! partners, sets the framework conditions for developing and implementing of short mobilities delivered through physical, virtual and blended course formats, e.g. summer schools. The agreement addresses models for the said course formats, the roles and responsibilities of the alliance and each partner university, as well as the management of student exchange, including administrative procedures, recognition of credits, and student status.

2.2 Need for the Framework Agreement

Faced with the game-changer Pandemic, the Unite! partners flipped the concept of mobility and student exchange and drew up a pilot for the Virtual Exchange Credit Programme (VECP) in Energy Engineering in September 2020; see appendix 2.

The Community for Flexible Educational Offerings supports the partner institutions' objective of enhancing mobility at all levels within the partnership, as well as the strategy of the European Commission in the renewed EU Agenda for Higher Education (2017). Flexible Educational Offerings focus on enabling students and staff to boost their educational training or life-long learning path with skills valued for the future profession.

The long-term physical mobility of 1-2 semester is well established and carefully regulated by the Erasmus+ Inter-Institutional Agreements and the Erasmus+ Charter. However, shorter mobilities in the form of virtual and blended courses are new formats for mobility and student exchange. Moreover, these mobilities require a process for admission/enrolment/registration to one or two courses, compared with long-term physical mobilities where students are enrolled at the partner university for the entire semester.

While universities have established processes and administrative support systems for long-term physical mobilities, these systems often have their limitations regarding virtual and short-term mobility.

Responding to the need for a reliable and sustainable process for virtual and blended exchange, the Unite! Framework Agreement was set up to be a solid platform, enabling

an agile process for developing and implementing new formats for collaborative courses, i.e. collaborative short-term mobility courses in blended, virtual or physical formats.

By implementing the Framework Agreement, Unite! Partners have developed internal processes and procedures to accept, enrol, and register students, as well as agreeing on the terms for awarding and recognising ECTS for selected virtual courses and short-term physical or blended studies. Special attention has been given to administrative solutions for students to:

- Comply with security regulations for access to virtual premises without physical verification of identity;
- Gain access to virtual platforms hosting the course material;
- Register for a single course without mandatory enrolment for the entire semester, as is normative for mobility within the engineering degree programmes;
- Receive credentials (ECTS) for the accomplished course work;
- Recognition of credits towards the degree awarded by the home university.

2.3 Scope of the Framework Agreement

The Framework Agreement provides the administrative tools enabling and supporting the development, implementation and running of short-term virtual, blended and physical course formats. The offerings are eligible for all subject areas, including courses in language & culture and transversal courses. The activities can be designed for students at all levels (1st, 2nd and 3rd cycle) as well as for teaching and administrative staff. The Framework Agreement addresses activities with physical, blended and virtual teaching and learning components. The activities shall by no means replace long-term physical mobility but provide a complementary and inclusive option for the wider student community. It is further expected to support the concept of Internationalisation at Home, i.e. allowing students to develop international skills and intercultural competencies via the international classroom at the home institution.

2.4 Out of scope for the Framework Agreement

While the Framework Agreement serves the needs for virtual and blended courses, it does not address long-term physical mobility with the understanding that:

Long-term physical mobilities, that is, one semester or more, are covered by existing agreements with no need for additional or complementary clauses.

- Traditional student exchange is regulated within the Erasmus+ Charter, and bilateral Inter-Institutional Agreements are arranged between the Unite! institutions.

- Physical mobility leading to dual Master's degrees from two Unite! institutions are covered by designated bilateral agreements with assigned study tracks.
- Designated Consortium agreements cover physical mobility within joint Master's programmes.
- Physical mobility required for a doctoral co-tutelle partnership is covered by the individual agreement for joint supervision, leading to the award of doctoral degrees from both institutions.

2.5 Methodology

Working group

The process for setting up the Framework Agreement follows an agile method with the purpose of ensuring the right competencies for the task.

Led by the community coordinator, a working group was formed with the single task of negotiating and finalizing the agreement. The member had the duty to check with administrative and legal offices at their universities to ensure compliance with the content of the Framework Agreement.

The work started in May 2023 and was conducted in a collaborative platform, allowing the members to work on, share and agree on the text simultaneously. The final version, approved by all partners in November 2023, was sent to the signatories for electronic signatures in December 2023.

Residence and monitoring of the agreement

The coordinating team for Community 5 Flexible Educational Offerings is responsible for the document, which means that they are responsible for monitoring the agreement, accomplishing revisions if needed, and carrying out the renewal before the validity ends.

The monitoring process follows the operative quality cycle methodology, the PDCA quality management cycle, as instructed by the team of quality management experts in Unite!. That is: course offerings are planned (P) and delivered (D) according to the instructions/statements in the agreement. Should obstacles occur during the implementation, the community members report back to the Community 5 coordinating team. The role of the coordinating team is to check (C) the matter, discuss with the partners involved and propose a new action (A) to solve the matter. When relevant, the Framework Agreement shall be revised accordingly.

Best practice

Drawing up an agreement requires specific competences and a need for coordination across all partners hence a agile working group was formed with the single task to finalize the agreement. Each member of the working group is responsible for coordinating the work internally at their home institution, ensuring that internal stakeholders are duly informed and asking for the right competence as required. The collaborative work is carried out efficiently using a shared collaborative platform for amendments.

Lessons learned

The process of finalizing the document took longer than expected due to different approaches at the members legal offices regarding the level of details needed in relation to the article Processing of personal data. This in turn, affected the signature process for the Unite! Multilateral Agreement for the Virtual Credit Exchange Programme.

Recommendations

Set up a working group with the task to finalize the document.

- Start revising a document well in time and present a plan with clear deadlines for a set number of versions to be approved. Invite legal office representatives to comment directly on the document in shared collaborative platform.
- At each partner university, set up a process for informing the signatory about incoming documents for e-signature.
- Clarify at the start of the process whether all partners approve e-signatures.

2.6 How to use the Framework Agreement

The Framework agreement is created for the Unite! alliance to help encourage and support the development and implementation of virtual and blended mobility formats.

The Framework Agreement is mainly used by the administrative staff of the community for Flexible Educational Offerings when supporting an academic team wishing to set up new virtual and blended courses whose implementation may be subject to specific multilateral agreements. Further, the signed agreement helps members of the community for Flexible Educational Offerings to address local administrative obstacles during the admission, enrolment and registration process aiming for a seamless integration of educational offerings into local procedures.

Heeding the Framework Agreement, the objectives of the multilateral agreements are to set up standard rules for the specific activities within a given exchange format, e.g. the Virtual Exchange Credit Programme. The multilateral agreements stipulate particular conditions relating to deadlines for course promotion and application periods, limitation

of credits, places to be offered and other necessary conditions for the mobility format. See the Unite! Multilateral Agreement for Virtual Exchange Credit programme, annex 2.

With the Framework Agreement and a Multilateral Agreement in place, teachers can focus on the academic aspects when designing a collaborative course. The deliverable, encompassing the whole process for flexible educational offerings, enables a university degree which reflects the students' individual study pathway by including recognised state-of-the-art learning opportunities enabled by the Unite! partnership.

2.7 Content of the Framework Agreement

Scope of the agreement

This article defines the activities to be covered by the agreement. The Framework Agreement covers virtual and blended collaboration as an inclusive alternative for the long-term physical student of 1-2 semester exchange between the Unite! partners.

- Rationale for the article: To enable effective communication to teachers and educators who plan new offerings for Unite! Students regarding the type of activities that have a valid ground for Unite!.
- Unite! values: The broad scope enables collaborative course offerings for students in all subject areas in all three study cycles. (Unite! Mission statement) The article supports a bottom-up approach for teachers and educators who engage in Unite! for delivering high-quality courses with new a pedagogical approach.
- Issues raised: None.

Quality goals and quality management

This article refers to the quality goals and the quality management process for Unite!.

- Rationale for the article: To connect to Unite!'s vision and mission statement which is supported by and relevant to virtual and hybrid Unite! activities.
- Unite! values: All activities developed for Unite! shall relate to the set quality goals and respond to the PDCA quality management cycle.
- Issues raised: None.

Valid signatures

This article defines the signatories for the current and future agreements.

- Rationale for the article: Besides setting the authorised signatories for the Framework Agreement, the article opens up for the appropriate signature validity for succeeding agreements relating to this Framework Agreement, such as an

multilateral agreement for blended mobility covering all subject areas at the partner institutions..

- Unite! values: A long-standing trust among the Unite! partners for effective administration to support Unite! Activities.
- Issues raised: None.

Process for adopting Unite! flexible education offerings

- Rationale for the article: To set the minimum number of partners involved for an activity to be labelled “Unite!” and to set the process to support the development of proposals during the ideation or design phase.
- Unite! values: All Unite! Partners should be made aware of and offered to participate when proposing new educational offerings.
- Issues raised: The statement that at least three partners shall be involved to be considered a Unite! activity.
- Solution made: To enable bilateral activities with clear Unite! Features, the Unite! Steering Committee can decide whether an exception shall be made.

Models for flexible courses and virtual exchange

- Rationale for the article: To agree on the implementation of the offerings in terms of student status, fees, application procedure, student nomination, admissions, registration, automatic recognition and transcript of records; to agree on the specific conditions for virtual exchange, intensive short-term courses, and blended learning.
- Unite! values: to offer state-of-the art learning opportunities featuring a smooth administrative process from course offerings to recognition of the achievement.
- Issues raised: Limitation of seats to be reserved for Unite! students.
- Solution made: The activity must define the number of seats available, but at least one per Unite! partner university.

Shared Unite! decisions and responsibilities

- Rationale for the article: To emphasize the shared efforts and the need for joint commitment to the task from the Unite! communities and steering committee.
- Unite! values: to create a platform for the open exchange and the free circulation of talents and ideas.
- Issues raised: None.

Responsibilities of each institution

- Rationale for the article: To highlight the responsibilities for each partner to ensure that the administrative recourses are in place for virtual and blended student mobility.
- Unite! values: To foster a seamless mobility experience excelling at a European University by removing structural barriers.
- Issues raised: None.

Commitment to the Erasmus Charter for Higher Education

- Rationale for the article: To emphasise that Unite! educational offerings are delivered complying with the rules and standards set out in the Erasmus Charter, in particular, the recognition of credits awarded to students.
- Unite! values: Virtual and blended mobilities facilitate mobility for all, offering an international curriculum for students with fewer opportunities to carry out long-term mobility.
- Issues raised: How to ensure credit recognition.
- Solution made: Emphasising the importance of a learning agreement for virtual and short-term mobilities.

Communication

- Rationale for the article: To express the means of communication tools for the course offerings.
- Unite! values: Making Unite! known throughout the student community by targeted communication, expressed in the Unite! Strategy for the promotion of Unite! Educational offerings. (Deliverable 5.1)
- Issues raised: None.

Disciplinary actions

- Rationale for the article: To raise awareness of the responsibility for action to be taken in case of misconduct or breach of code of conduct during the mobility.
- Unite! values: Scientific ethics are core values for excellence in education, research and innovation.
- Issues raised: None.

Processing of personal data

- Rationale for the article: To raise awareness of the European regulations and laws for GDPR.

- Unite! values: Compliance with the GDPR is addressed throughout the Unite! Communities.
- Issues raised: The amount of details needed for the article.
- Solution made: Keeping the text short with reference to that all Unite! partners are bound to the same legislation.

Visibility

- Rationale for the article: To preclude any doubts about whether the content of the Framework Agreement and its related agreements can be published on a local website.
- Unite! values: To create a platform for the open exchange and the free circulation of talents and ideas.
- Issues raised: None.

Terms of agreement

- Rationale for the article: To settle the duration and means of amendments for the agreement, and further, to state the responsibility for monitoring and reviewing the agreement.
- Unite! values: the PDCA mindset permeates the quality management all of Unite!
- Issues raised: There is a time limit of four years in Spanish law for the validity of agreements.
- Solution made: To comply with the Spanish regulation and set the validity to four years for the Framework Agreement, which also will be the case for its related agreements.

Signatory page

- Rationales: To validate the agreement by the signature of a legal representative.
- Unite! values: Smooth administrative processes.
- Issues raised: Due to legal obstacles, not all partners could sign the document electronically.
- Solution made: Settle for a hybrid solution with e-signatures and ink signature on the following page.

3. Conclusions

In conclusion, Unite! is a strategic, dynamic and inclusive European University Alliance with a mission to be a strong driving force for technology and innovation, advancing a

green and digital Europe via joint teaching, research and innovation, and with a vibrant student exchange.

As such, Unite! acts as a facilitator for exploring and creating new forms of educational offerings and is committed to contributing to the education of European citizens by offering students to empower themselves through the choice of studies reflecting their academic interest.

The alliance addressed the need to mitigate the administrative challenges related to admission, enrolment, registration and recognition of virtual and blended courses by drawing up the Framework Agreement for flexible educational offerings and subsequent agreements such as the Multilateral for Unite! Virtual Exchange Credit Programme.

The success of the implementation relies on the support of the top-level management at the Unite! partner universities, whose commitment is shown by signing the document. What enables the success is that the content of the agreement is the result of collaborative work conducted to anchor its implication internally to secure the administrative processes required for student mobility concerning virtual and hybrid courses.

Enabled by pulling joint resources and shared Unite! expertise provided. The expected result is that the Unite! students will have wide range of course offerings recognised within their degree enabled by pulling joint resources and shared Unite! expertise.

Appendix

1. Unite! Framework Agreement for Flexible Education Offerings
2. Multilateral agreement for Unite! Virtual Exchange Credit Programme



unite!

University Network for Innovation,
Technology and Engineering

Framework agreement for Unite! Flexible Education Offerings

2023 - 2027

Unite! Framework Agreement for Flexible Education Offerings

between

Aalto University Foundation sr operating as Aalto University, Finland;
Institut polytechnique de Grenoble, France;
Université Grenoble Alpes, France;
KTH Kungl. Tekniska högskolan, Sweden;
Politechnika Wrocławska, Poland;
Politecnico di Torino, Italy;
Technical University of Darmstadt, Germany;
Technische Universität Graz, Austria
Universidade de Lisboa, Portugal;
Universitat Politècnica de Catalunya, Spain

hereinafter, jointly or individually, referred to as “Parties”/“Institutions” or “Party”/“Institution”.

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Whereas

- The Parties form the European University Alliance Unite!, selected with support from the European Commission in 2019 and for the second phase in 2022;
- the amended Unite! charter signed in November 2022 declares that Unite!! will “EMPOWER students, staff and faculty ... in the development of flexible study paths..”, “DEVELOP a European University by sharing resources in services in education...” “PIONEER new concepts of education... by transdisciplinary approaches”, “EDUCATE a new generation of European students ... who actively contribute to the advancement of knowledge, European competitiveness and the development of solutions for societal changes” and “EXEMPLIFY the role of a (virtual and physical) European intern-university campus”;
- the Framework Agreement connects to the Unite! quality goals declared in the Unite! Quality Management Manual for non-degree mobility and to increase the number or attractive offers for short-term credit mobility;
- the Unite! mission statement for 2030 states that Unite!’s ambition is to:
 - realise excellence in education, research and innovation by creating unique new opportunities for students, academics, staff and further ecosystem partners
 - create and disseminate, jointly with the other European University alliances and with stakeholder organisations, pioneering innovations for the European Education and Research Areas.
 - actively contribute to European citizenship, as well as to European attractiveness, resilience and competitiveness on a global scale;
- Unite creates:
 - the hybrid (virtual, physical and blended) and multilingual Unite! trans-European Campus with easily accessible joint educational offerings, shared and pooled resources, efficient services and green mobility
 - state-of-the-art learning opportunities with innovative pedagogies for challenge-based approaches, student-centred learning, and high-quality interaction in digital, hybrid and face-to-face learning environments
 - a platform for the open exchange and the free circulation of talents and ideas, strengthening key skills and competencies, supporting diverse research and professional careers based on reformed research assessment, and offering unique opportunities for contributions
 - a community that engages students as equal partners, enables staff to collaborate and participate in professional development all across Europe, and integrates citizens, entrepreneurs, start-ups and innovators into co-creation, knowledge exchange and joint actions within the alliance.

the institutions named above agree to cooperate for exchange activities in the context of the European University Alliance Unite! as follows:

Preamble

In 2021 the Unite! Framework agreement for Digital Courses and Virtual exchange activities was signed by the seven original partners. This new agreement aims to increase the scope of the activities, parties, and will co-exist with the said agreement until its expiration in 2025.

The Unite! strategy for Flexible Education Offerings is to support the objective of the partner institutions for enhancement of mobility at all levels within the partnership as well as the strategy of the European Commission in the renewed EU Agenda for Higher Education (2017). Flexible Education Offerings focus on enabling students and staff to boost their educational training or life-long learning path with skills valued for the future profession.

1. Scope of the Agreement

Flexible education offerings are eligible for all subject areas, including courses in language & culture and transversal courses. The activities can be designed for students at all levels (1st, 2nd and 3rd cycle) as well as teaching and administrative staff. The framework agreement addresses activities with physical, blended and virtual teaching and learning components. The activities shall by no means replace long-term physical mobility but provide a complementary and inclusive option. It is further expected to support the concept of *Internationalisation at Home. The purpose of this framework agreement is to encourage the development of strategies, establish a common vision, and create new physical, blended and virtual exchange activities whose implementation will be subject to specific multilateral agreements.

2. *Quality goals and quality management

- The activities under this framework agreement supports the cross-cutting Quality Goals of Unite!,
- Quality assurance will follow the Unite! model process for quality management, as described in the Unite! Quality Management Manual.
- The partner institutions will work on further operationalisation of the goals and the implementation of the QM process.

3. Valid signatures

This framework agreement is signed by the legal representatives of each Party. Subsequent agreements are signed in accordance with local regulations for each partner institution. The partner institutions accept electronic and digital signatures for this framework Agreement as well as the multilateral exchange agreements connected to it.

4. Process for adopting Unite! flexible education offerings

- For new initiatives to be labelled as a Unite! activity, they should be offered by a minimum of 3 collaborating partners. Participation in any activity is always offered to all partners. By decision

of the Unite! steering committee, exceptions can be made for activities with clear Unite! features aiming at fulfilling any of the Unite! quality goals.

- New proposals/activities that need more development are brought to the agenda for the relevant community or working group to:
 - elaborate on the possibility for more Unite! partners to join the activity,
 - elaborate on connection to the Unite! quality management goals or
 - suggest initiating a pilot, if needed. In such cases a working group is established.
- Approved Unite! Education offerings will be included in the Unite! Course catalogue.

5. Models for flexible courses and virtual exchange

5.1 Management of student exchange

Models for exchange activities can comprise of, and are not limited to:

- a) *Virtual exchange agreements for *full courses awarding credits from the hosting institution
- b) Intensive *short-term courses, e.g., summer schools
- c) *Blended learning, i.e., digital course with embedded physical mobility

Courses may be:

- based on the major subject
- transversal courses: e.g., *language & culture, entrepreneurship

5.1.1. General terms for management

- **The number of participating Unite! partners** vary, depending on the subject area and the scope of the activity. Details of the activity actions will be agreed upon in separate agreements including liability, dispute resolution and force majeure clauses.
- **The degree seeking student status** remains at the home institution, and the incoming students will have a non-degree student status at the host institution.
- **Tuition fees** are paid to the home institution only, unless a specific fee structure applies, see below.
- **Application procedure** and deadline are provided by the hosting institution.
- **Student nomination** is done by the home institution with respect to available positions, taking inclusive criteria into account. In case of a tie in the nomination process, it is recommended that priority is given to students who have not previously participated in a traditional mobility programme.
- **Admission of nominated students**, following a simplified application process for exchange students, is at the discretion of the hosting institution.
- **Registration at the *host institution** must enable access to the learning platform during physical and virtual studies.
- ***Automatic recognition** for credits achieved within the students' degree programme shall be assured by the home institution. Recognition of *extra curricula courses is done according to the procedure of the home university. The assessment process done at the host institution is automatically recognized by the home institution.
- **Transcript of records** is provided digitally. Modes of seamless course recognition through digital standards for credit transfer are encouraged.

5.1.2 Specific conditions for:

- a. **Virtual exchange credit agreements**
 - **A Multilateral Agreement** is signed for Unite! Virtual Exchange activities in accordance with local regulations at each partner institution. The agreement includes, but is not limited to: general contact information, student nomination process, recommended language skills; grading systems and maximum number of credits a student can attend during one semester. For each specific subject, an operational addendum is attached to the multilateral agreement.
 - **The addendum, containing a course catalogue** is agreed on collaboratively, involving academic and administrative staff at each participating institution. The course catalogue provides information on, but not limited to: course relevant information such as title, level, credits, period taught, specific course requirements; a link to the course syllabus at the hosting institution; application procedures and deadline; the number of available positions for Unite! students and information on contact persons. The course catalogue is updated each semester.
- b. **Intensive short-term courses, e.g., summer schools**
 - At least one reserved position per partner is offered to Unite! students.
 - Course fee is paid by the student, if required by the hosting institution.
- c. **Blended learning, i.e., digital course with embedded physical mobility**
 - Separate agreements are made to define the course structure including delivering of course materials and examination, additional course costs and local fees.
 - No tuition fees are charged by the hosting university for participating students.
 - Student grants, if eligible for blended mobility, are managed by the home institution.
 - Arrangements are made to assure access to the university campus during the physical mobility.
 - The home institution is responsible for the travel insurance for the physical part of the blended mobility.

5.2 Management of staff *training activities

- Training should be understood in a broad sense, including job shadowing and professional short mobility
- Virtual and blended staff training activities are encouraged to serve as a complement to physical training activities. **Unite! training sessions are open to all partners, offering at least one reserved position per partner. .**
- **Offers** are collected by Unite! community for Staff mobility and distributed through the communication channels.
- **Depending on the setup of the training activity; participants contact the hosting university directly or are nominated** by the home institution to the Staff mobility community coordinators who will collect and forward the information to the hosting institution.
- **Prerequisites and required language skills** are checked by the home institution.
- **Documentation/certificates** are provided to the participants by the hosting institution.

5.3 Management of teaching exchange

Virtual and blended teaching exchange are encouraged to serve as a complement to physical staff exchange. For example:

- a. Visiting lectures
- b. Supervision of master's theses

c. Supervision of PhD students

The activity is certified by the host institution and recognized by the home institution towards the required teaching workload

6. Shared Unite! decisions and responsibilities

Shared decisions and responsibilities are managed collaboratively by staff appointed by the Unite! partner institutions for strategic management (steering committee/SC) and operational management (Unite! communities/CM). Shared decisions/responsibilities are, but are not limited to:

- Quality assurance management (SC).
- Monitoring of participation numbers (CMs involved).
- Information on available course offers at the Unite! promoted through Unite! news channels (CMs involved).
- Collecting offers of virtual courses for students (CM for student mobility).
- Collecting offers of virtual training activities for teaching and administrative staff (CM for staff mobility).
- Monitoring and administration of the Framework Agreement (CM for student mobility).

7. Responsibilities of each institution

- Deciding on number of places available for the Unite! partners and accepting the participants with respect to the agreement for the activity.
- Application process and admission/acceptance of inbound Unite! participants.
- Welcome information to inbound participants.
- Provide information on course registration.
- Delivering courses/training/ tutoring to be offered as part of this Framework Agreement.
- Granting access to the virtual study environment and course materials.
- Provide information on registrations for examinations and re-examinations.
- Providing transcript of records
- Internal advertisement and promotion for Unite! virtual study/training offers for students and staff.
- Outbound participant selection.
- Learning agreements, when required.
- Grants, when eligible.
- Process for automatic course recognition.
- Recognition of staff training achievements.
- Recognition of staff participation in virtual teaching exchange.
- *GDPR and processing of personal data.
- Provide information on all applicable regulations.

8. Commitment to the Erasmus Charter for Higher Education

The parties commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the exchange activities, in particular, in recognition of the credits awarded to students in the context of a learning agreement.

9. Communication

Available study/training offers are communicated by, but not limited to

- Unite! official website
- Unite! internal newsletter
- Local website and platforms at each institution
- Local communication channels to reach local students and staff
- Unite! Instagram page (and other relevant SoMe channels)
- Official Unite! social media channels

10. Disciplinary actions

In case of scientific misconduct or breach of code of conduct of the hosting university, disciplinary actions for students are handled in compliance with the laws and regulations at the institution being responsible for the course or part of education concerned. In case of disciplinary actions, the home institution should be informed without delay.

11. Processing of personal data

The Parties mutually agree that they know and enforce the current legislation on the processing of personal data within their own organizations, including primary and secondary law and the Regulation 2016/679 of the European Parliament and of the Council of 27/04/2016 (hereinafter referred to as the "GDPR"). The GDPR is applicable for processing personal data under this agreement. The contact details of the parties for the purposes of this article are as follows:

For Aalto University the Data Controller is Aalto University Foundation sr, located at Otakaari 24, 02150 Espoo, Finland, represented by its Vice President for Education. The contact details of the Data Controller: dpo@aalto.fi

For Institut Polytechnique de Grenoble the Data Controller is Institut Polytechnique de Grenoble located 46 avenue Félix Viallet, 38031 Grenoble, France, represented by its President. The contact of the Data controller is the Data Protection Officer: dpo@grenoble-inp.fr.

For UGA the Data Controller is Université Grenoble Alpes located at Bâtiment DSIM Domaine Universitaire, 31 rue des mathématiques, 38400 Saint Martin d'Hères, France, represented by its President. The contact details of the Data Controller is: dpo@univ-grenoble-alpes.fr

For KTH the Data Controller is Kungliga Tekniska högskolan, located at Brinellvägen 8, 100 44 Stockholm represented by its President. The contact of the Data controller is the Data Protection Officer: dataskyddsbud@kth.se.

For PoliTo the Data Controller is Politecnico di Torino, represented by its Rector, with statutory seat in C.so Duca degli Abruzzi, n. 24, 10129 Torino. The contact details of the Data Controller are: politecnicoditorino@pec.polito.it (certified e-mail); information and inquiries: privacy@polito.it; Data Protection Officer: dpo@polito.it.

For Politechnika Wrocławska the Data Controller is Politechnika Wrocławska; Wyb. Wyspiańskiego 27, 50-370 Wrocław, Poland, represented by its Rector. The contact details of the Data Protection Officer: iod@pwr.edu.pl.

For Technical University of Darmstadt the Data Controller is Technical University of Darmstadt, Karolinenplatz 5, 64289 Darmstadt, represented by its president. The contact details of the data controller are Technical University of Darmstadt, The Data Protection Officers, Karolinenplatz 5, 64289 Darmstadt, datenschutz@tu-darmstadt.de.

For TU Graz the Data Controller is Graz University of Technology, Rechbauerstraße 12, 8010 Graz, Austria. The TU Graz [data](#) protection officer is x-tention Informationstechnologie GmbH, Römerstraße 80A, 4600 Wels. Information and inquiries: datenschutz@tugraz.at

For University of Lisboa the Data Controller is University of Lisboa, Reitoria, Alameda da Universidade, 1649-004 Lisboa, Portugal represented by its rector. The contact of the Data Controller is the Data Protection Officer: rgpd@ulisboa.pt.

For UPC the Data Controller is Universitat Politècnica de Catalunya, located at Jordi Girona, 31 08034 Barcelona, represented by its rector. The contact details of the Data Protection Officer are: Plaça Eusebi Güell, 6, Edifici Vèrtex Planta 2, Porta 206, 08034 Barcelona, proteccio.dades@upc.edu

12. Visibility

The parties, in relation to this agreement, can publicly disclose information concerning the signatory parties, its object and term, the parties' obligations, including those of a financial nature, and any amendments thereof.

The Parties authorize the partner institutions to publish any information related to this Framework Agreement as well as related Agreements and Addenda on their official website.

13. Terms of agreement

This Framework Agreement is valid for 4 years from the date of the last signature, on the understanding that it may be terminated by any of the parties in writing at least six months in advance. In this case, commitments already in progress shall nonetheless be fulfilled and students/staff enlisted in the activity at that time will be allowed to complete the studies within the regular time set for the activity. This Framework Agreement may be amended by means of communication sent between the institutions. Any amendments approved by all institutions must be set out in a document signed by the parties. This document must then be annexed to this Framework agreement and the amendments shall be incorporated into the specific multilateral agreements that have been signed and are in effect and into the new agreement.

The Unite! task force for student mobility is responsible for monitoring this Framework Agreement. A review shall be made with one year of experience after signature or in Q4 2024 at the latest. Changes, if any, would be effective from the academic year 2025/26 including the preparation phase the previous semester.

This framework agreement is not intended to create binding or legal obligations on either party. As and when any of the above activities are developed mutually into concrete activity, such details will be agreed upon in separate agreements with reference to the terms indicated in this agreement.

SIGNATURES OF THE PARTNER INSTITUTIONS (legal representatives)

The Document being signed within the time period December 2023 – February 2024.

PARTNER INSTITUTIONS	NAME/ FUNCTION	DATE	SIGNATURE
Aalto University Foundation sr operating as Aalto University	Vice President		
Institut polytechnique de Grenoble	President		
Université Grenoble Alpes (UGA)	President		
KTH Kungl. Tekniska högskolan	Vice President		
Politechnika Wrocławska	Rector		
Politecnico di Torino	Rector		
TU Darmstadt	President		
TU Graz	Rector		
Universidade de Lisboa	Rector		
UPC-Universitat Politécnica de Catalunya	Rector		



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Multilateral agreement for Unite! Virtual Exchange Credit Programme 2023/24--2026/27

Whereas

- The institutions named below participate in the European University alliance Unite! (PROJECT REFERENCE — 101089731 — Unite — ERASMUS-EDU-2022-EUR-UNIV);
- The parties signed a Multilateral agreement 2021/2022-2024/2025 in 2022, which will expire once this agreement is signed by all parties and comes into force.
- The partners express their interest in creating a virtual exchange programme with digital courses with the objective to increase the number of exchange students and also to offer an inclusive opportunity for obtaining an international study path.

A. Contact information

PARTNER INSTITUTION	CONTACT DETAILS Central university level
AALTO UNIVERSITY FOUNDATION sr operating as Aalto University	Agreement: Manager, International Relations, Aalto University School of Engineering Nominations: unitevirtualincoming@aalto.fi
INSTITUT POLYTECHNIQUE DE GRENOBLE -	International Partnerships manager



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UNIVERSITÉ GRENOBLE ALPES	
ULISBOA	Erasmus+ Institutional Coordinator, Schools of ULisboa (Except IST) IST Administrative and students' matters: International Affairs Area Coordinator Erasmus+ IST Coordinator / Coordinator of the Mobility and International Cooperation Office
KTH ROYAL INSTITUTE OF TECHNOLOGY	Institutional Erasmus+ Coordinator, International Relations Office
POLITECNICO DI TORINO	Erasmus+ <i>Programme Countries</i> Institutional Coordinator Head - Innovation and Development of Education Unit Students, Education and International Affairs Department
TU DARMSTADT	Institutional Erasmus+ Coordinator, International Relations and Mobility
TU GRAZ	Institutional Erasmus+ Coordinator, International Office – Welcome Center TU Graz
UPC-UNIVERSITAT POLITÈCNICA DE CATALUNYA	Head of Internationals Relations Bureau
WROCLAW TECH – POLITECHNIKA WROCŁAWSKA	Head of International Relations Office – Welcome Center Wroclaw Tech Institutional Erasmus+ Coordinator, International Relations Office – Welcome Center Wroclaw Tech

B. Commitment to the Erasmus Charter

The parties commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the virtual exchange programme, in particular in the recognition of the credits awarded to students by the hosting institution. All Unite! institutions follow local quality assurance procedures related to courses and teaching and are committed to full recognition of credits that students have completed under this agreement

C. Subject areas and student numbers



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For each specific subject, an addendum is attached to this multilateral agreement. The addendum, containing a course catalogue with available positions, is agreed on collaboratively, involving academic and administrative staff at each participating institution. The number of participating Unite! partners may vary, depending on the subject area and the scope of the agreement.

The course catalogue provides information on, but not limited to: course relevant information such as title, level, credits, period taught, specific course requirements; a link to the course syllabus at the hosting institution; application deadline; the number of available positions for Unite! students and information on contact persons.

D. Deadline for submitting course offers

The course catalogue is updated each semester. For core curricula courses, a common deadline for submitting course offers is set for all subject areas, this is stipulated in the course catalogue.

E. Student nominations and admission

Student nomination is done by the home institution with respect to available positions listed in the course catalogue, taking into account inclusive criteria. In case of a tie in the nomination process, it is recommended that priority is given to students who have not previously participated in a traditional mobility programme to any of the partner institutions.

Admission of nominated students, following a simplified exchange process, is at the discretion of the hosting institution.

F. Recommended language skills

The courses will be delivered in the English language, with the exception of language courses.

The Parties agree to define B2 as the minimum level of knowledge of the English language at the start of the study or teaching period. No documentation for English language skills is needed.

G. Credit limitations

The Parties agree that each student could attend max. 15 ECTS credits in the course of his/her degree programme, selecting them from the course catalogue in the addendum for the subject. Exceptions to this shall be clearly indicated in the addendum.

H. Grading systems



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Grading systems for each institution are presented in Annex 1 to this Multilateral agreement.

I. Tuition fees and other costs

The host institution will not require any fees from students selected to participate in this virtual exchange programme. Students will keep on paying tuition fees at their home institution in compliance with local rules.

For courses provided by an external course provider for example language courses, a course fee may be charged at the organisers discretion.

J. Liability

Neither Party shall be responsible to the other Party for neither direct nor indirect or consequential loss or similar damage such as, but not limited to, loss of profit, loss of revenue or loss of contracts, provided such damage was not caused by a wilful act or by gross negligence. Each party shall be solely liable for any loss, damage or injury to third parties resulting from the performance of the said party's obligations by it or on its behalf under this agreement or from its use of data or intellectual property rights. For the sake of clarity, neither Party is responsible for student's acts or neglects.

K. Force Majeure

Neither Party shall be considered to be in breach of this Agreement if it is prevented from fulfilling its obligations under this agreement by force majeure. Force majeure shall be considered to exist, inter alia, if an event prevents performance of the work on time or renders it difficult. It includes, inter alia, war, insurrection, natural disaster, pandemics, epidemics, widespread infectious diseases, travelling restrictions issued by an authority, interruption in general energy supply, fire, strike, embargo, material restriction imposed by the State budget or by the State on the activities and other uncommon reason beyond a party's control. Each party will notify the other Party/parties of any force majeure without undue delay.

L. Dispute resolution

In the event of any controversy, claim or dispute arising out of or relating to any provision of this Agreement, the universities shall try to settle those conflicts amicably between themselves within ninety (90) days as of either university's request for amicable settlement negotiations. Should the universities fail to settle their differences, the matter in dispute shall be finally and exclusively settled by binding arbitration according to the Rules of Arbitration of the International Chamber of Commerce ("ICC") with the composition of one arbitrator. The language of the arbitral proceedings shall be English.



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M. Terms of Agreement

This agreement is valid for 4 years from the date of the last signature, on the understanding that it may be terminated by any of the parties in writing at least six months in advance. Commitments already in progress shall nonetheless be fulfilled and students/staff enlisted in the programme at that time will be allowed to complete it. This agreement may be amended by means of communication sent between the institutions. Any amendments approved by all institutions must be set out in a document signed by the parties. This document must then be annexed to the contract and the amendments incorporated into a new contract.

The Unite! Community Flexible Educational Offerings is responsible for monitoring this Multilateral Agreement. A review shall be made in Q4 2024 at the latest. Changes, if any, would be effective from the academic year 2025/26 including the preparation phase the previous semester.



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N. SIGNATURES OF THE PARTNER INSTITUTIONS (legal representatives)

The Document being signed within the time period December 2023 – February 2024.

PARTNER INSTITUTIONS	NAME/ FUNCTION	DATE	SIGNATURE
AALTO UNIVERSITY FOUNDATION sr operating as Aalto University	Vice President		
INSTITUT POLYTECHNIQUE DE GRENOBLE	President		
UNIVERSITÉ GRENOBLE ALPES (UGA)	President		
ULISBOA	Rector		
KTH ROYAL INSTITUTE OF TECHNOLOGY	Vice President		
POLITECNICO DI TORINO	Vice Rector		



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TU DARMSTADT	Rector		
TU GRAZ	Rector		
UPC-UNIVERSITAT POLITECNICA DE CATALUNYA	Rector		
WROCLAW TECH- WROCLAW UNIVERSITY OF SCIENCE AND TECHNOLOGY	Rector		



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ANNEX 1 Grading systems

AALTO UNIVERSITY

According to the degree structure, studies are allotted to credits according to the amount of work required; the average number of hours demanded by one academic year of studies, 1600 hours, is equivalent to 60 credits. The work load includes lectures and other forms of instruction, exercises, seminars and independent work at home and in the library.

The scope of a course can be 1-15 credits depending on the content of the course. One ECTS credit stands for approx. 27 working hours. These hours include all the work required for completing the course (lectures, assignments, cases, possible projects, exam etc.).

The grading scale for the courses is:

5 (highest)	A*
4	B
3	C
2	D
1 (lowest passing grade)	E
0 (failed, won't appear in Aalto transcript)	F / FX

GRENOBLE INP – UGA

For Engineering students: each teaching unit average must be above 10/20.

1. Grade on a scale of 20	2. ECTS equivalent grade	3. Comments
16-20	A	Outstanding
14-16	B	Very high honors
12-14	C	High honors
12-11	D	Honors
10-11	E	Pass
<10	F	Course failed



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GRENOBLE INP – UGA

For Master students: the global average must be above 10/20.

4. <i>Grade on a scale of 20</i>	5. <i>ECTS equivalent grade</i>	6. <i>Comments</i>
16-20	A	Very high honors
14-16	B	High honors
12-14	C	With honors
10-12	D	Pass
7-10	E	Conceded Pass
<7	F	Failed

IST/ ULISBOA

The IST classification scale ranges from 10 to 20, linearly, in which 10 is the minimum mark to obtain approval. The awarding of ECTS classification is based on the distribution of marks obtained by all the students approved in the course unit in the last three academic years (can be extended to the last four or five years, if necessary), according to the following overall distribution.

ECTS Classification	Mean % of achieving students in a course unit	Definition
A	10	10% - Highest classifications on the 10-20 mark scale
B	25	25% - Following classifications on the 10-20 mark scale
C	30	30% - Following classifications on the 10-20 mark scale
D	25	25% - Following classifications on the 10-20 mark scale
E	10	10% - Lowest classifications on the 10-20 mark scale



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KTH ROYAL INSTITUTE OF TECHNOLOGY

As the main option, KTH uses a seven-grade goal-related grading scale (A, B, C, D, E, Fx, F) for grades on first and second cycle courses, but not for degree projects. The same grading scale will be used preferentially for courses that are part of access programmes. A–E are grades corresponding to a pass, with A being the highest grade. The grade Fx indicates that the result is close to a pass for a module and that the module may be upgraded to a pass. The grade Fx cannot be used as a final grade for courses.

The grades pass (P) and fail (F) are used for degree projects. These grades can also be used as final grades for other courses, if there are exceptional reasons.

POLITECNICO DI TORINO

At the Politecnico di Torino and in the Italian University System in general, grades of single exams are expressed as fractions of 30. The maximum grade is 30, the lowest is 18 out of 30. Exceptionally brilliant exams are graded as 30 "con lode" (cum laude), and marked 30-L.

Failed marks (<18/30) are not recorded in the Final Transcript of Records.

The evaluation is based upon a credit system. One credit is equivalent to 25 hours of lectures, practical work, seminars, tutorials, fieldwork, individual study and examinations or other assessment activities (50% should be individual learning or other individual educational and training activities).

For further information about the Italian Higher Education System:

<https://international.polito.it/catalogue>

The ECTS statistical distribution of grades for each degree course is processed and updated yearly and made available at <https://www.polito.it/en/education/applying-studying-graduating/study-abroad/the-ects-system>



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TU DARMSTADT

At TU Darmstadt, grades from 1 to 5 are awarded. For differentiated assessment of the examination performance, the grades can be increased or decreased by 0.3 to intermediate values; the grades 0.7 and 5.3 are excluded.

The grades represent the following assessments of the examination performance:

- 1.0-1.5 "very good/sehr gut": an outstanding performance
- 1.6-2.5 "good/gut": a performance that is significantly above the average requirements
- 2.6-3.5 "satisfactory/befriedigend": a performance that meets average requirements
- 3.6-4.0 "sufficient/ausreichend": a performance which, despite its shortcomings, still meets the requirements
- 4.1 or more "inadequate/mangelhaft": a performance that no longer meets the requirements due to considerable deficiencies.

Some courses are graded as "pass/bestanden" or "fail/nicht bestanden".

TU GRAZ

The passing grades of examinations and courses are 'excellent' (1), 'good' (2), 'satisfactory' (3) and 'sufficient' (4). The failing grade is 'unsatisfactory' (5), for which no ECTS credits are awarded. Instead of these number grades, some courses (e.g., excursions) are graded as either 'successfully completed' or 'unsuccessfully completed'

UPC-UNIVERSITAT POLITECNICA DE CATALUNYA

<i>DECIMAL MARK</i>	<i>NON-NUMERIC MARK</i>	<i>TRANSLATION</i>
10	MATRICULA DE HONOR	WITH HONOURS
9 – 9,9	SOBRESALIENTE	EXCELLENT
7 – 8,9	NOTABLE	GOOD
5 – 6,9	APROBADO	PASS
0 – 4,9	SUSPENDIDO	FAIL

THE TRANSCRIPTS OF CREDITS ACCORDING TO THE ECTS (EUROPEAN CREDIT TRANSFER SYSTEM) SCHEME ARE

<i>MARK</i>	<i>ECTS</i>	<i>CREDITS</i>
EXCELLENT	A	GRANTED
VERY GOOD	B	GRANTED
GOOD	C	GRANTED



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SATISFACTORY D
SUFFICIENT E
FAIL F

GRANTED
GRANTED
NOT GRANTED

WROCLAW TECH

At Wrocław University of Science and Technology, grades from 2 to 5,5 are awarded.

The conversion table of the grading scale for the courses:

The level of comprehension of the required knowledge and skills		Numerical expression	Grade in words	ECTS grading scale	GPA grading scale
100,00%		5,5	<i>excellent</i>	A	4
90,00%	99,99%	5,0	<i>very good</i>	A	4
80,00%	89,99%	4,5	<i>good plus</i>	B	3,5
70,00%	79,99%	4,0	<i>good</i>	C	3
60,00%	69,99%	3,5	<i>satisfactory</i>	D	2,5
50,00%	59,99%	3,0	<i>pass</i>	E	2
0%	49,99%	2,0	<i>fail, unsatisfactory</i>	F	0