



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2016-20[21] between programme countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
POLITECHNIKA POZNAŃSKA Poznan University of Technology	PL POZNA02	Administrative Coordinator: Magdalena ZAWIRSKA- WOLNIEWICZ Head of LLL&International Education Office, Pl. M. Skłodowskiej-Curie 5 60-965 Poznań, Poland Tel. +48 61 665 35 44 magdalena.zawirska- wolniewicz@put.poznan.pl Departmental Coordinator: Prof. dr hab. Danuta Wróbel Faculty of Technical Physics Tel.: +48 61 6653179 e-mail.: danuta.wrobel@put.poznan. pl	General information: www.put.edu.pl Courses catalogue: http://put.edu.pl/erasmus/pro grammes-available

UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	Institutional Coordinator : Prof. João Sáágua Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 Subject Area Contact: Physics Department Prof. Ana Cristina Gomes Silva Email: acs@fct.unl.pt Tel.: + 351 21 294 85 76 ----- Administrative contact: SAM Email: div.a.ae.mobilidade@fct.unl.pt Tel: + 351 21 294 78 20/7	www.unl.pt http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms
--	------------	--	---

B. Mobility numbers¹ per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods *]	Student Mobility for Traineeships *
PL POZNAN02	P LISBOA03	0533	Physics	2 nd	2X5 (each)	
				3 rd	2X5 (each)	
P LISBOA03	PL POZNAN02	0533	Physics	2 nd	2X5 (each)	
				3 rd	2X5 (each)	

[*Optional: subject area code & name and study cycle are optional.]

¹ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
PL POZNAN02	P LISBOA03	0533	Physics	2X5 daysX8h	
P LISBOA03	PL POZNAN02	0533	Physics		

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL POZNAN02	Physics	Polish	English	English B2	English B2
P LISBOA03	Physics	Portuguese	English	English B2	English B2

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

² For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

D. Additional requirements

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL POZNAN02		May 31 st
P LISBOA03	May 31 st	October 31 st

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

1. Grading systems of the institutions

PL POZNAN02:

<http://www.put.edu.pl/institution/education-at-put>

very good	(A)	bardzo dobry	5.0
good plus	(B)	dobry plus	4.5
good	(C)	dobry	4.0
satisfactory plus	(D)	Dostateczny plus	3.5
satisfactory	(E)	dostateczny	3.0
unsatisfactory	(F)	niedostateczny	2.0

P LISBOA03

Information available at:

http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL POZNAN02	study@put.poznan.pl	http://put.edu.pl/content/1/visa-procedure
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

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

All students enrolled in P LISBOA03 are covered by an accident and third party liability insurance.

It is mandatory that Mobility Students and Staff bring:

- European Health Insurance Card for medical assistance (just for people from the European Union's 27 Member States plus Iceland, Liechtenstein, Norway and Switzerland) to access health care services during temporary visits abroad;
- Insurance Health for visitors outside European Union.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL POZNAN02	study@put.poznan.pl	http://www.put.edu.pl/content/health-and-insurance
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	--

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
PL POZNAN02	anna.wolnowska@put.poznan.pl	http://put.edu.pl/erasmus/accommodation
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
PL POZNAN02	Prof. Teofil Jesionowski Prorector for LLL& International Education	2016-10-11	
P LISBOA03	Prof. João Sàágua Institutional Coordinator	27-10-2016	

³ Scanned signatures are accepted