Erasmus+ Programme

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

Inter-institutional[1] agreement 2014-2021
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[2] (email, phone)	Website (eg. of the course catalogue)
Technische Universität Dresden	D DRESDEN02	Prof. Häußler-Combe, TU Dresden, Institut für Massivbau, 01062 Dresden, Germany ☎ +49 351 463 39586 Fax +49 351 463 37279 ulrich.haeussler-combe@tu-dresden.de	http://tu-dresden.de
Universidade Nova de Lisboa	P LISBOA03	**Institutional Coordinator :** Prof. José Esteves Pereira Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 -------------------------- **Subject Area Contact:** Prof. Rui Micaelo Email: ruilbm@fct.unl.pt Tel.: + 351 21 294 85 80 -------------------------- **Administrative contact:** SAE-AM 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 numbers[3] 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	TO [Erasmus code	Subject area	Subject area name	Study cycle	Number of student mobility periods

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[1] Inter-institutional agreements can be signed by two or more higher education institutions

[2] Contact details to reach the senior officer in charge of this agreement and of its possible updates.

[3] 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)

of the sending institution]	of the receiving institution]	code [ISCED]		[short cycle, 1st, 2nd or 3rd]	Student Mobility for Studies [total number of months of the study periods or average duration*]
D DRESDEN02	P LISBOA03	0732	Building and Civil Engineering	1st, 2nd, 3rd	2 * 6 (each)
P LISBOA03	D DRESDEN02	0732	Building and Civil Engineering	1st, 2nd, 3rd	2 * 12 (each)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Staff Mobility for Teaching [total number of days of teaching periods or average duration *]
D DRESDEN02	P LISBOA03	0732	Building and Civil Engineering	1 week
P LISBOA03	D DRESDEN02	0732	Building and Civil Engineering	1 week

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 instruction 1	Language of instruction 2	Recommended language of instruction level[4]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
D DRESDEN02	Civil Engineering	German	English	B1	...
P LISBOA03	---	Portuguese (for 1st cycles)	Portuguese and/or English (for 2nd and 3rd cycles)	B1	---

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

D. Additional requirements

D DRESDEN02

Proper knowledge of basics of Civil Engineering as required in the respective study cycle.

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[4] 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

2

Infrastructure to welcome students and staff with disabilities: **http://tu-dresden.de/die_tu_dresden/gremien_und_beauftragte/beauftragte/bfsb**

P LISBOA03:

[add requirements on **academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

Infrastructure to welcome students and staff with disabilities: ---

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D DRESDEN02	15th July	15th January
P LISBOA03	May 31st	October 31st

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

2.   The receiving institution will send its decision within [4] weeks (minimum).

3.   Issue of the **Transcript of Records**

D DRESDEN02: The faculties issue Transcripts of Records (documenting credits earned at the TU Dresden). Every student must pick up the transcript him/herself! The TU Dresden will NOT automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.

P LISBOA03: ToR will be issued by the receiving institution no later than [5] weeks after the assessment period has finished at the receiving HEI.

4.   **Termination of the agreement**

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F. Information

1.   Grading systems of the institutions

D DRESDEN02: The grading scale ranges from 1 to 5, in which 1 stands for "excellent/very good", 2 for "good", 3 for "satisfactory", 4 for "sufficient" and 5 for "not satisfactory". Passing grades may also be qualified decimal numbers such as 0.3 or 0.7 to indicate tendencies towards the next grade.

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
D DRESDEN02	teilstudium@mailbox.tu-dresden.de	http://tu-dresden.de/internationales/int_stud/ohne_abschluss/applic_non_degree/visa_requirements_and_entry_permits
P LISBOA03	div.a.ae.mobilidade@fct.unl.pt	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.

At **P LISBOA03**

All students enrolled in P LISBOA03 are covered by an accident and third party liability insurance: (http://www.fct.unl.pt/sites/default/files/documentos/estudante/informacao_academica/Seguro%20Escolar/Generali_apoliceSegAlunos_013.pdf).

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:
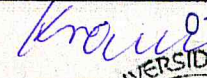
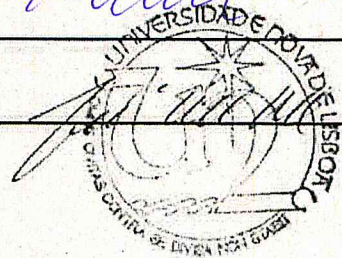| Institution [Erasmus code]	Contact details (email, phone)	Website for information
D DRESDEN02	teilstudium@mailbox.tu-dresden.de	http://tu-dresden.de/internationales/int_stud/planning_your_course_of_studies/health_insurance
P LISBOA03	div.a.ae.mobilidade@fct.unl.pt	---

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
D DRESDEN02	wohnen@studentenwerk-dresden.de	http://www.studentenwerk-dresden.de/english/wohnen/
P LISBOA03	div.a.ae.mobilidade@fct.unl.pt	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[5]
D DRESDEN02	Dagmar Krause, Institutional ERASMUS Coordinator		
P LISBOA03	Prof. José Esteves Pereira Institutional Coordinator	7 0 JAN. 2014	

Technische Universität Dresden
Dezernat Studium und Weiterbildung
Akademisches Auslandsamt
01062 Dresden

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[5] Scanned signatures are accepted