



Erasmus+ Programme

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

Inter-institutional agreement 2017–2020 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.

Name of Institutions: Universidade Nova De Lisboa and Canterbury Christ Church University

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)
Canterbury Christ Church University	UK CANTERB03	Institutional Erasmus Coordinator: Doug Little, International Partnerships Coordinator North Holmes Road Canterbury, Kent, CT1 1QU, UK Telephone: 00 44 (0) 1227 923239 Email: erasmus@canterbury.ac.uk	www.canterbury.ac.uk
Canterbury Christ Church University	UK CANTERB03	Erasmus Administrator: Katy Froud, International Programmes Officer North Holmes Road Canterbury, Kent, CT1 1QU, UK Telephone: 00 44 (0) 1227 922969 Email: erasmus@canterbury.ac.uk	www.canterbury.ac.uk

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	<p>Institutional Coordinator : Prof. João Sàágua Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8</p> <p>-----</p> <p>Subject Area Contact: Prof. Carlos Lodeiro Espino, Assistant Professor / Prof. Jose Luis Capelo, Assistant Professor</p> <p>Telephone: + 351 210 934 720 Email: cle@fct.unl.pt / jlcm@fct.unl.pt</p> <p>-----</p> <p>Administrative contact: SAM Email: div.a.ae.mobilidade@fct.unl.pt Tel: + 351 21 294 78 20/7</p>	<p>www.unl.pt</p> <p>http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms</p>

B. Mobility numbers¹ per 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 or average duration*]	Student Mobility for Trainee ships
P LISBOA03	UK CANTERB03	0531	Chemistry	1 st , 2 nd	2 students = 20 months	N/A
UK CANTERB03	P LISBOA03	0531	Chemistry	1 st , 2 nd	2 students = 20 months	N/A

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	<i>Subject area code</i> [ISCED]	<i>Subject area name</i>	Number of staff mobility periods	
				Staff Mobility for Teaching <i>[total number of days of teaching periods or average duration*]</i>	<i>Staff Mobility for Training</i>
P LISBOA03	UK CANTERB03	0531	Chemistry	2 persons / 2 weeks / 16 hours teaching	N/A
UK CANTERB03	P LISBOA03	0531	Chemistry	2 persons / 2 weeks / 16 hours teaching	N/A

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]	<i>Optional: Subject area</i>	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
UK CANTERB03		English		B2	B2
P LISBOA03		Portuguese (for 1 st cycles)	Portuguese and/or English (for 2 nd and 3 rd cycles)	B1	B2

D. Additional requirements

CANTERB03: A completed application form, including academic references and a covering letter needs to be submitted to the International Office of Canterbury Christ Church University no later than the deadline.

Courses catalogue: <http://www.canterbury.ac.uk/study-here/international/international-programmes/>

P LISBOA03: Please email div.a.ae.mobilidade@fct.unl.pt for further guidance.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
UK CANTERB03	15 th May – Nominations deadline 1 st June – Fully completed applications deadline	1 st October – Nominations deadline 15 th October – Fully completed applications deadline
P LISBOA03	31 st May	31 st October

2. The receiving institution will send its decision within:

Erasmus code of the institution	
UK CANTERB03	4 weeks
P LISBOA03	4 weeks

3. A Transcript of Records will be issued by the receiving institution (see below) after the assessment period has finished at the receiving HEI:

Erasmus code of the institution	
UK CANTERB03	31st July – Official Transcript of Records 5 weeks after completion of studies an official letter to confirm completion of studies and assessments at CCCU to be issued and sent to the partner. The letter will be produced to serve as an official document from the host institution, however the marks included in the letter will be provisional until confirmed by Exam Board in July.
P LISBOA03	No later than 5 weeks after the assessment period has finished at the receiving HEI

4. Termination of the agreement

This Agreement will be effective when it is signed by the representatives of both institutions and will be valid for the time period stated above. It may be subject to revision or modification from time to time by mutual agreement including the attachment of additional schedules as they are developed. Either party reserves the right to terminate this Agreement upon twelve months' written notice to the other party. In this case, the program(s) or the activity(ies) already approved by both parties shall be allowed to be completed under the conditions of this agreement. 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

UK CANTERB03: Please email erasmus@canterbury.ac.uk for further guidance.

P LISBOA03: http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf

2. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
UK CANTERB03	Katy Froud, International Programmes Officer Telephone: 00 44 (0) 1227 922969 Email: erasmus@canterbury.ac.uk	http://www.ukcisa.org.uk/
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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
UK CANTERB03	Katy Froud, International Programmes Officer Telephone: 00 44 (0) 1227 922969 Email: erasmus@canterbury.ac.uk	http://www.canterbury.ac.uk/university-solicitors-office/insurance/insurance.aspx
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	

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.

4. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
UK CANTERB03	Katy Froud, International Programmes Officer Telephone: 00 44 (0) 1227 922969 Email: erasmus@canterbury.ac.uk	http://www.canterbury.ac.uk/study-here/accommodation/short-courses.aspx
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
UK CANTERB03	Stephen Lamyman, Assistant Director for International Partnerships & Development	07-02-17	
P LISBOA03	Prof. João Sàágua Institutional Coordinator	31-01- 2017	