



Erasmus+ Programme

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

Inter-institutional¹ agreement 2015-2021 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDADE NOVA DE LISBOA Faculdade de Ciências e Tecnologia	P LISBOA03	InstitutionalCoordinator : Prof. João Sàágua Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 SubjectAreaContact: M ^a Filomena Macedo Dinis Departamento de Conservação e Restauro, FCT - UNL, Campus de Caparica 2829-516 Caparica, Portugal e-mail: mfmd@fct.unl.pt Phone: +351212948322 Fax: +351212948322 Administrative contact: SAE-AM Email: djv.a.ae.mobilidade@fct.unl.pt Tel: + 351 21 294 78 20/7	www.unl.pt/ www.mastersportal.eu/studies/12660/master-of-glass-art-and-science.html http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

ESCUELA DE ARTE Y SUPERIOR DE CONSERVACIÓN DE BIENES CULTURALES DE LEÓN	E LEON06	M ^a EUGENIA NAVAJO erasmus.escuelarte.leon@gmail.com +34 987 245 968	http://www.escueladearteleon.com/
--	-----------------	--	---

B. Mobility numbers⁴ 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 or average duration*]	Student Mobility for Traineeships *
P LISBOA03	E LEON06	0213	Fine arts	1 st ,2 nd	2 students (10 months each)	-
E LEON06	P LISBOA03	0213	Fine arts	1 st ,2 nd	2 students (10 months each)	-

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 *
P LISBOA03	E LEON06	0213	Fine arts	1 person * 8h	-
E LEON06	P LISBOA03	0213	Fine arts	1 person * 8h	-

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:

⁴ 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>

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA03		Portuguese (for 1 st cycles)	Portuguese and/or English (for 2 nd and 3 rd cycles)	B1 (English)	B2 (English)
E LEON06					

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

[To be completed if necessary, other requirements may be added 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]

[Please specify whether the institutions have the 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]
P LISBOA03	May 31 st	October 31 st
E LEON06		

- The receiving institution will send its decision within [4] weeks.
- 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]*
- Termination of the agreement
[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic

⁵For 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>

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. 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

P LISBOA03

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

E LEON06: 0-4 (suspenso -SS), 5-6,9 (aprobado -AP), 7-8,9 (notable-NT), 9-10 (sobresaliente - SB), according to "Artículo 5. Sistema de calificaciones, Real Decreto 1614/2009" (BOE nº259,27/10/2009).

Grades	ECTS	DEFINITION
E LEON06	GRADES	
9-10	A	VeryGood (outstanding performance)
7-8,9	B	Good (Performance well exceeds the average)
6-6,9	C	Satisfactory (Average Performance)
5-5,9	D	Sufficient (Marginal performance meets requirements despite some weaknesses)
<5	E	Fail (Performance does not meet minimum requirements)

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
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

E LEON06	M ^a EUGENIA NAVAJO erasmus.escuelarte.leon@gmail.com +34 987 245 968	http://www.escueladearteleon.com/
-----------------	--	---

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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	
E LEON06	M ^a EUGENIA NAVAJO erasmus.escuelarte.leon@gmail.com +34 987 245 968	http://www.escueladearteleon.com/

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.



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
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
E LEON06	M ^a EUGENIA NAVAJO erasmus.escuelarte.leon@gmail.com +34 987 245 968	http://www.escueladearteleon.com/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature and Stamp ⁶
P LISBOA03	Institutional Coordinator Professor João Sàágua	14/03/2016	
E LEON06	ALKIOS SANABRIA MARTÍN Director of the Art School	3/12/2014	

⁶Scanned signatures are accepted