



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2017-2021<sup>2</sup> 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)	
<b>Žilinská univerzita v Žiline</b> (In English: University of Zilina)  <b>Faculty of Civil Engineering</b>	SK ZILINA01	<b>Erasmus Institutional Coordinator:</b> Assoc. Prof. Jozef Ristvej, PhD., Vice-rector T.: + 421-41-513 5130-3 E-mail: Jozef.Ristvej@uniza.sk  <b>Erasmus faculty coordinator responsible for the agreement:</b> assoc. prof. Peter Koteš, PhD. - Vice-dean for Development and International Relations of the Faculty of Civil Engineering T.: +421 41 513 5663 E-mail: peter.kotes@fstav.uniza.sk	<a href="http://www.uniza.sk/">http://www.uniza.sk/</a>  <a href="http://svf.uniza.sk/">http://svf.uniza.sk/</a>
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	<b>Erasmus Institutional Coordinator :</b> Prof. João Amaro de Matos ----- <b>Subject Area Contact:</b> Prof. <sup>a</sup> Zuzana Dimitrovová, Email: zdim@fct.unl.pt Tel.: +351 21 294 85 80	<a href="http://www.unl.pt">www.unl.pt</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

		----- <b>Administrative contact:</b> SAM Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a> Tel: + 351 21 294 78 20/7	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms</a>
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## B. Mobility numbers<sup>3</sup> per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods or average duration * ]	Student Mobility for Traineeships *
SK ZILINA01	P LISBOA03	0732	Building and civil engineering	1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup>	1 semester x 3 students (5 months each) as average duration	1 semester x 1 student (5 months) as average duration
		0730	Architecture and construction	1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup>	1 semester x 3 students (5 months each) as average duration	1 semester x 1 student (5 months) as average duration
P LISBOA03	SK ZILINA01	0732	Building and civil engineering	1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup>	1 semester x 3 students (5 months each) as average duration	1 semester x 1 student (5 months) as average duration
		0730	Architecture and construction	1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup>	1 semester x 3 students (5 months each) as average duration	1 semester x 1 student (5 months) as average duration

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

<sup>3</sup> 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 *
SK ZILINA01	P LISBOA03	0732	Building and civil engineering	5 days x 8h x 2 teacher of teaching period as average duration	5 days x 2 staff
		0730	Architecture and construction		
P LISBOA03	SK ZILINA01	0732	Building and civil engineering	5 days x 8h x 2 teacher of teaching period as average duration	5 days x 2 staff
		0730	Architecture and construction		

### 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 <sup>4</sup>	
				Student Mobility for Studies  [Minimum recommended level: B1]	Staff Mobility for Teaching  [Minimum recommended level: B2]
SK ZILINA01		English	Slovak	B1/B2 English	B2 English
P LISBOA03		Portuguese (for 1 <sup>st</sup> cycles)	Portuguese and/or English (for 2 <sup>nd</sup> and 3 <sup>rd</sup> cycles)	B1	B2

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

<sup>4</sup> 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

University of Žilina: Students with disabilities could be accepted after the consultation with International Office. There are non-barrier rooms available in some dorms.

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SK ZILINA01	15 June	30 November
P LISBOA03	May 31 <sup>st</sup>	October 31 <sup>st</sup>

[\* 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 4 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]*
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**

*[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>5</sup>. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]*

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<sup>5</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

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ECTS grade Mark	Grade and its Description In English/Slovak	Range (extent) of knowledge (%)	Numeric value
A	Excellent / Výborne (excellent results)	93 – 100	1
B	Very good / Veľmi dobre (results above average)	85 – 92	1,5
C	Good / Dobre (results on average)	77 – 84	2
D	Satisfactory / Uspokojivo (acceptable result)	69 – 76	2,5
E	Sufficient / Dostatočne (results fulfilling the minimum requirements)	61 – 68	3
FX	Insufficient / Nedostatočne (failed – further work required)	less than 61	4

**P LISBOA03** Information available at:

[http://www.fct.unl.pt/sites/default/files/erasmus\\_incoming/EU\\_Scale\\_FCT.pdf](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
SK ZILINA01	Erasmus contact person: Mrs Lenka Kuzmova, International and PR Office, T.: +421 41 5135133 E-mail: <a href="mailto:lenka.kuzmova@uniza.sk">lenka.kuzmova@uniza.sk</a>  <b>Erasmus Faculty Coordinator</b> assoc. prof. Peter Koteš, PhD. – Vice-dean for Development and International Relations of the Faculty of Civil Engineering T.: +421 41 513 5663 E-mail: <a href="mailto:peter.kotes@fstav.uniza.sk">peter.kotes@fstav.uniza.sk</a>	<a href="http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf">http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf</a>  <a href="https://www.uniza.sk/">https://www.uniza.sk/</a>  <a href="http://svf.uniza.sk/">http://svf.uniza.sk/</a>
P LISBOA03	Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a> Tel.: + 351 21 294 78 20/7	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors</a>

## 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
SK ZILINA01	Erasmus contact person: Mrs Lenka Kuzmova, International and PR Office, T.: +421 41 5135133 E-mail: <a href="mailto:lenka.kuzmova@uniza.sk">lenka.kuzmova@uniza.sk</a>  <b>Erasmus Faculty Coordinator</b> assoc. prof. Peter Koteš, PhD. - Vice-dean for Development and International Relations of the Faculty of Civil Engineering T.: +421 41 513 5663 E-mail: <a href="mailto:peter.kotes@fstav.uniza.sk">peter.kotes@fstav.uniza.sk</a>	<a href="http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf">http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf</a>  <a href="https://www.uniza.sk/">https://www.uniza.sk/</a>  <a href="http://svf.uniza.sk/">http://svf.uniza.sk/</a>
P LISBOA03	Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a>  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
SK ZILINA01	Faculty contact person for student, teaching and staff mobility:  <b>Erasmus Faculty Coordinator</b> assoc. prof. Peter Koteš, PhD. - Vice-dean for Development and International Relations of the Faculty of Civil Engineering T.: +421 41 513 5663 E-mail: <a href="mailto:peter.kotes@fstav.uniza.sk">peter.kotes@fstav.uniza.sk</a>	<a href="http://www.uniza.sk/">http://www.uniza.sk/</a>  <a href="http://svf.uniza.sk/">http://svf.uniza.sk/</a>
P LISBOA03	Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a>  Tel.: + 351 21 294 78 20/7	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
SK ZILINA01	Name of the dean: Professor Josef Vičan, Ph.D.  Name of Faculty: Faculty of Civil Engineering	31.10.2017	
P LISBOA03	Institutional Coordinator  Prof. João Amaro de Matos	16/11/2017	