



Erasmus+ Programme

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

Inter-institutional agreement 2016-2021 between programme countries

[Minimum requirements]

The institutions named below agree to cooperate for the exchange of students and 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	Erasmus code	Contact details (email, phone)	Website
UNIVERSIDAD DE MURCIA	E MURCIA01	Administrative contact: International Relations Office Edificio Rector Soler, Campus de Espinardo 30100 Murcia, Spain Lucília Fonseca & María Jesús Morillas <i>Outgoing students and bilateral agreements:</i> Tel: +34868884325 Fax: +34868884130 Email: erasmus@um.es	General: www.um.es Course catalogues: www.um.es/web/universidad/contenido/unidades-organizativas/centros-universitarios IRO: www.um.es/web/internacionalizacion/

		<p>Ann Vanden Broecke <i>Incoming students:</i> Tel: +34868884074 Fax: +34868884130 Email: incoming@um.es</p> <p>Laura Cerezo Álvarez <i>Placements, teaching and administrative staff exchange :</i> Tel: +34868884544 Fax: +34868884130 Email : lca@um.es</p>	<p>Erasmus: http://erasmus.um.es</p>
<p>Universidade Nova de Lisboa</p> <p>Faculdade de Ciências e Tecnologia</p> <p>Departamento de Matemática</p>	P LISBOA 03	<p>Institutional coordinator: Prof. João Sàágua E-mail: erasmus@unl.pt Tel.: +351 21 384 52 07/8</p> <p>-----</p> <p>Subject Area Contact: Prof. Rui Manuel Rodrigues Cardoso Email: rrc@fct.unl.pt Tel.: + 351 21 294 83 00</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 numbers 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
E MURCIA01	P LISBOA03	0541	Mathematics	1 st 2 nd 3 rd	1 st :2x10 months 2 nd : 2x10 months 3 rd : 2 x 10 months	TBD

P LISBOA03	E MURCIA01	0541	Mathematics	1 st 2 nd	1 st :2x10 months 2 nd : 2x10 months	TBD
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* Subject area codes are according to the UNESCO 2013 codes.

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
E MURCIA01	P LISBOA03	0541	Mathematics	1x8 hours	TBD
P LISBOA03	E MURCIA01	0541	Mathematics	1x8 hours	TBD

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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E MURCIA01	0541	Spanish		B1	B2
P LISBOA03	0541	Portuguese (for 1 st cycles)	Portuguese and/or English (for 2 nd and 3 rd 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].

¹ 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

The University of Murcia will not be able to accept incoming students from subject areas not covered by this bilateral agreement. However, students can enroll in any extra subject from other subject areas provided that: 1) they do not represent the majority of the Learning Agreement, 2) the academic advisor is in agreement with the Learning Agreement prior to the arrival of the student. Furthermore, we will only be able to accept students for Master degrees if the bilateral agreement includes this level.

The University of Murcia has adapted its facilities in order to allow access to people with disabilities. Furthermore, there is an office, within the University, which provides guidance and assistance to students with disabilities and special needs. Some of the services they render include the following: access to adapted computers, technical support, academic support, and psychological help. Incoming students in need of special support should inform the International Relations Office during the application procedure.

The application procedure is explained in the following website:

<https://erasmus.um.es/erasmus/servlet/um.erasmus.alex.ControlAlexErasmus>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E MURCIA01	June 30th	November 30th
P LISBOA03	May 31st	October 31st

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

2. The University of Murcia, as receiving institution, will send its decision within 3 weeks.
FCT/UNL, as receiving institution, will send its decision within 4 weeks
3. A Transcript of Records will be issued by the University of Murcia as receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
- A Transcript of Records will be issued by FCT/UNL as receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled.

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

Grades in Spain follow the assessment scale as seen in the table below:

GRADE CONVERSION CHART			
Spanish Grading Scale		ECTS Grading Scale	
9-10 MH	Matrícula de Honor	A	Excellent with Distinction
9-10 SB	Sobresaliente	A	Excellent
8-8,9 NT	Notable	B	Very Good
7-7,9 NT	Notable	C	Good
6-6,9 AP	Aprobado	D	Satisfactory
5-5,9 AP	Aprobado	E	Sufficient
<5	Suspenso	F	Fail

P LISBOA 03: 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
E MURCIA01	VIMUR Email: vimur@um.es	https://erasmus.um.es
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:

(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
E MURCIA01	International Relations Office Tel: +34868884074 Email: incoming@um.es	https://erasmus.um.es
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

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
E MURCIA01	VIMUR Email: vimur@um.es	https://erasmus.um.es
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 ²
E MURCIA01	Bernardo Cascales Salinas Vice-Chancellor for Coordination and Internationalisation	23/10/2015	 
P LISBOA03	Prof. João Sàáguas Institutional Coordinator	21-12-2015	 

² Scanned signatures are accepted