



Universidad de Sevilla

Erasmus+ Programme

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

Inter-institutional agreement 2016-2021 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.

Information about higher education institutions

Name of the institution	Erasmus code	Contact details	Website
UNIVERSIDAD DE SEVILLA	E SEVILLA01	Erasmus Office: Administrative contact: Tel: 34 954556006 Fax: 34 954556886 Mail address: relint25@us.es INSTITUTIONAL COORDINATOR ENRIQUE LÓPEZ LARA Avda. Ciudad Jardín 20-22 41005 Sevilla	www.internacional.us.es
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	Institutional Coordinator: Prof. João Sãágua Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 ----- Subject Area Contact: Prof. Teresa Cidade Email: mtc@fct.unl.pt Tel.: + 351 21 294 83 00 ----- Administrative contact: SAM 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

Mobility numbers per academic year

FROM	TO	ISCED: Area name	Course*	Cycle	Number of students	Months per student	Student Mobility for Traineeships
E SEVILLA01	P LISBOA03	0722: Materials	Doble Grado en Física y en Ingeniería de Materiales	1º	2	10	0
P LISBOA03	E SEVILLA01	0722: Materials	Engenharia dos Materiais	1º, 2º	2	10	0

***In case Isced Code Subject involves several study programmes, it should be specified which programme is included in the agreement.**

If column "FROM" is marked with # means specific exchange for double degree.

FROM	TO	ISCED	Area name	Number of staff
P LISBOA03	E SEVILLA01	0722	Materials	1
E SEVILLA01	P LISBOA03	0722	Materials	1

C. Required 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 required language skills at the start of the study or teaching period:

Receiving institution	Area Name	Language 1	Language 2	Student	Staff
E SEVILLA01	Materials	ESPAÑOL	INGLÉS	B1	B2
P LISBOA03	Materials	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.

D. Additional requirements

E. Calendar

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

Receiving institution	Autumn term	Spring term
E SEVILLA01 Academic Calendar: http://www.us.es/estudios/calendario/index.html	DEADLINE FOR APPLICATION: 30 TH JUNE	DEADLINE FOR APPLICATION: 30 TH NOVEMBER
P LISBOA03	May 31 st	October 31 st

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 5 weeks after the assessment period has finished at the receiving HEI.
4. 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 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

It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide¹. 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.

<http://servicio.us.es/academica/normativa-documentacion>

<http://www.us.es/downloads/acerca/normativa/normativa-examenes.pdf>

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:

¹ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Institution	Contact details	Website for information
E SEVILLA01	relint3@us.es relint19@us.es relint21@us.es	http://www.exteriores.gob.es/Portal/es/Se rviciosAlCiudadano/InformacionParaExtran jeros/Paginas/VisadosDeLargaDuracion.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/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.

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	Contact details	Website for information
E SEVILLA01	relint3@us.es relint19@us.es relint21@us.es	http://www.seg-social.es/Internet_6/Masinformacion/Tramitesy Gestiones/Seguroescolar/index.htm
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt 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	Contact details	Website for information
E SEVILLA01	sacuinfor2@us.es sacudocu20@us.es sacuinfor1@us.es	http://sacu.us.es/spp-servicios
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student-orientation-and-mobility/students-mobility-study-sms

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
E SEVILLA01	INSTITUTIONAL COORDINATOR FOR INTERNACIONAL OFFICE DIRECTOR ENRIQUE LÓPEZ LARA Avda. Ciudad Jardín 20-22 41005 Sevilla	15/12/2015	
P LISBOA03	INSTITUTIONAL COORDINATOR PROF. JOÃO SÀÁGUA	05/02/2016	