



# Erasmus+ Programme

## Inter-institutional agreement 2018/19 – 2020/21

Higher Education Student and Staff Mobility  
→Mobility for learners and staff←

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	Erasmus code	Contact details (Name, E-mail, Phone)
<b>University of Potsdam</b> International Office Am Neuen Palais 10 14469 Potsdam – Germany Fax: +49 331 977 – 1798 <a href="http://www.uni-potsdam.de">www.uni-potsdam.de</a>	<b>D POTSDAM 01</b>	<b>Erasmus+ Institutional Coordinator:</b> Ms. Pia Kettmann – Tel.: +49 331 977 4055 <a href="mailto:pia.kettmann@uni-potsdam.de">pia.kettmann@uni-potsdam.de</a>  <b>Erasmus+ Departmental Coordinator:</b> Prof. Dr. Christina Böckmann Institut für Mathematik (PD Dr. Jörg Koppitz) Am Neuen Palais 10 – 14469 Potsdam – Germany T: +49 331 977 1743; F: +49 331 977 1001 E: <a href="mailto:boeckmann@uni-potsdam.de">boeckmann@uni-potsdam.de</a>
<b>Universidade Nova de Lisboa – Faculdade de Ciências e Tecnologia</b> Campus de Caparica 2829-516 Caparica Portugal <a href="http://www.fct.unl.pt">www.fct.unl.pt</a>	<b>P LISBOA 03</b>	<b>Institutional Coordinator :</b> Prof. João Amaro de Matos Email: <a href="mailto:erasmus@unl.pt">erasmus@unl.pt</a> Tel.: +351 21 384 52 07/8 <a href="http://www.unl.pt">www.unl.pt</a>  <b>Departmental Coordinator:</b> Dr. Vitor Hugo Fernandes E-mail: <a href="mailto:vhf@fct.unl.pt">vhf@fct.unl.pt</a>  <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>

## B. Mobility numbers per academic year

### 1. Student Mobility

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students / months (SMS)
D POTSDAM 01	P LISBOA 03	054	Mathematics and Statistics	1 <sup>st</sup> , 2 <sup>nd</sup>	2 / 10 months each (= 20 months in total)
P LISBOA 03	D POTSDAM 01	054	Mathematics and Statistics	1 <sup>st</sup> , 2 <sup>nd</sup>	2 / 10 months each (= 20 months in total)

### 2. Staff Mobility

FROM	TO	Subject area ISCED	Subject area name ISCED	Total number of staff mobility / Total number of days (8 teaching hours per person and week)	
				STA	STT
D POTSDAM 01	P LISBOA 03	054	Mathematics and Statistics	1 / 10 days	Indication of interest required beforehand.
P LISBOA 03	D POTSDAM 01	054	Mathematics and Statistics	1 / 10 days	

## 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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
D POTSDAM 01	054	German	English	B1	B1
P LISBOA 03	054	Portuguese (for 1 <sup>st</sup> cycles)	Portuguese and/or English (for 2 <sup>nd</sup> and 3 <sup>rd</sup> cycles)	B1	B2

## D. Additional requirements

For more detailed information please contact the corresponding Erasmus+ Departmental Coordinator.

## E. Calendar

### 1. Application deadlines:

Receiving Institution	Deadline for E-Nomination via moveonnet		Deadline for Student application	
	Winter term [month]	Summer term [month]	Winter term [month]	Summer term [month]



D POTSDAM 01	June 15 <sup>th</sup>	December 15 <sup>th</sup>	July 15 <sup>th</sup>	January 15 <sup>th</sup>
P LISBOA 03	-	-	May 31 <sup>st</sup>	October 31 <sup>st</sup>


2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
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 this Agreement or Changes in the data set above can be amended annually, if communicated before January 1<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

	D POTSDAM 01	P LISBOA 03
WWW for Incoming Students	<a href="http://www.uni-potsdam.de/international/incoming/uebersicht.html">http://www.uni-potsdam.de/international/incoming/uebersicht.html</a>	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility">http://www.fct.unl.pt/en/student/student-orientation-and-mobility</a>
WWW Course Catalogue	<a href="https://www.uni-potsdam.de/studium/konkret/vorlesungsverzeichnisse.html">https://www.uni-potsdam.de/studium/konkret/vorlesungsverzeichnisse.html</a>	<a href="http://www.unl.pt/guia/">http://www.unl.pt/guia/</a>
Housing	<a href="http://www.uni-potsdam.de/studium/konkret/wohnen-finanzen/wohnen.html">http://www.uni-potsdam.de/studium/konkret/wohnen-finanzen/wohnen.html</a>	<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>
Contact details	<a href="mailto:incoming-mobility@uni-potsdam.de">incoming-mobility@uni-potsdam.de</a>	<a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a>
WWW Visa Information	<a href="http://www.uni-potsdam.de/international/incoming/students/exchange/vorbereitung.html#c237104">http://www.uni-potsdam.de/international/incoming/students/exchange/vorbereitung.html#c237104</a>	<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>
Contact details	<a href="mailto:incoming-mobility@uni-potsdam.de">incoming-mobility@uni-potsdam.de</a>	<a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a>
WWW Insurance Information	<a href="http://www.uni-potsdam.de/international/incoming/students/exchange/vorbereitung/krankenversicherung.html">http://www.uni-potsdam.de/international/incoming/students/exchange/vorbereitung/krankenversicherung.html</a>	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.
Contact details	<a href="mailto:incoming-mobility@uni-potsdam.de">incoming-mobility@uni-potsdam.de</a>	<a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a>
ECTS Users' Guide	<a href="http://www.uni-potsdam.de/international/incoming/students/exchange/studium.html">http://www.uni-potsdam.de/international/incoming/students/exchange/studium.html</a>	<a href="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</a>

WWW Students and Staff with Disabilities	<a href="http://www.uni-potsdam.de/studium/beratung/behinderung.html">http://www.uni-potsdam.de/studium/beratung/behinderung.html</a>	<a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a>
Contact details	<a href="mailto:incoming-mobility@uni-potsdam.de">incoming-mobility@uni-potsdam.de</a> <a href="mailto:behinderung-studium@uni-potsdam.de">behinderung-studium@uni-potsdam.de</a>	<a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a>

### G. Signatures of the Institutions (legal representatives)

Institution	Name function	Date	Signature / Stamp
D POTSDAM 01	Ms. Pia Kettmann Erasmus+ Institutional Coordinator	02.11.17	 <b>Universität Potsdam</b> Dezernat für Studienangelegenheiten International Office Am Neuen Palais 10 14469 Potsdam Germany
P LISBOA 03	Prof. João Amaro de Matos Institutional Coordinator	04.12.2017	