



Erasmus+ Programme

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

Inter-institutional agreement 2017/18 – 2020/21 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)	Website (eg. of the course catalogue)
The University of Northumbria at Newcastle (trading as Northumbria University)	UK NEWCAST02	Chris Morgan (Agreements) International Partnerships Co-ordinator 44 191 2273018 chris.j.morgan@northumbria.ac.uk Melissa Schueler (Incoming Exchanges) Study Abroad and Exchanges Coordinator 44 191 227 7541 melissa.schueler@northumbria.ac.uk Andy Garton (Outgoing Exchanges) Study Abroad and Exchanges Coordinator 44 191 227 3863 andy.garton@northumbria.ac.uk	www.northumbria.ac.uk
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	Institutional Coordinator : Prof. João Sàágua Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 -----	www.unl.pt

		<p>Subject Area Contact: Prof. Fernando Pedro Birra Email: fpb@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</p>	<p>http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms</p>
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B. Mobility numbers per academic year

This agreement is for four academic years: 2017/18, 2018/19, 2019/20, 2020/21

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 <i>Total number of months</i>	Student Mobility for Traineeships *
UK NEWCAST02	P LISBOA03	061	Computer Science	1st	5 students * 10 months (each)	TBD
P LISBOA03	UK NEWCAST02	061	Computer Science	1 st 2nd	5 students * 10 months (each)	TBD

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training
UK NEWCAST02	P LISBOA03	061	Computer Science	2 for 5 days * 8h (each)	2 for 5 days
P LISBOA03	UK NEWCAST02	061	Computer Science	2 for 5 days * 8h (each)	2 for 5 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 [Erasmus code]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies	Staff Mobility for Teaching
UK NEWCAST02	English		B2	B2
P LISBOA03	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

UK NEWCAST02

Northumbria has a Disability Support team who provide information, advice, guidance and support to disabled students at all stages of their university career and also to provide this to other staff working with disabled students.

E. Calendar

1. Applications from nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term September	Spring term* January
UK NEWCAST02	30 April	31 October
P LISBOA03	May 31 st	October 31 st

2. The receiving institution will send its decision within 5 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

If either institution wishes to terminate the agreement, one year's notice must be given in writing. For example, notice to terminate mobility from 2015/16 must be given by 1 September 2014.

F. Information

1. Grading systems of the institutions

UK NEWCAST 02

Northumbria works on 120 credits per year; this is equivalent to 60 ECTS. For example, a Northumbria module (course) worth 20 credits is equal to 10 ECTS. The pass mark for modules is 40% for Undergraduate modules and 50% for Postgraduate modules. Links to grading information at Northumbria can be found on the additional information sheet.

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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
UK NEWCAST02	Visa Information sv.welfareandinternational@northumbria.ac.uk Request for a Visa letter er.study-abroad@northumbria.ac.uk	https://www.northumbria.ac.uk/study-at-northumbria/support-for-students/international-student-support/extending-student-visa-in-the-uk/
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 [Erasmus code]	Contact details (email, phone)	Website for information
UK NEWCAST02	er.study-abroad@northumbria.ac.uk	
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 [Erasmus code]	Contact details (email, phone)	Website for information
UK NEWCAST02	rc.accommodation@northumbria.ac.uk 44 (0)191 2274209	www.northumbria.ac.uk/accommodation
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
UK NEWCAST02	Professor Jon Reast Pro Vice- Chancellor (International)	03/10/2016	
P LISBOA03	Institutional Coordinator Prof. João Sàágua	03/07/2017	