



Erasmus+ Programme

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

Inter-institutional agreement 2016-2020[21]¹ 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 ² (email, phone)	Website (eg. of the course catalogue)
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 ----- Subject Area Contact: Prof. Maria Isabel Gomes Email: mirg@fct.unl.pt Tel.:+351 21 294 83 88 ----- 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
Fundació per a la Universitat Oberta de Catalunya	E BARCELO45	International Relations Av. Tibidabo, 39-43 08035 Barcelona Tel: +34 93 253 23 00; Fax: +34 93 417 51 29 E-mail: erasmus@uoc.edu	http://www.uoc.edu/port al/en/index.html http://www.uoc.edu/port al/en/universitat/internacional/mobilitat/index.html

¹ Higher Education Institutions have to agree on the period of validity of this agreement

²Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers³per 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 *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
P LISBOA03	E BARCELO45	0541	Mathematics	1 teacher 8 hours	only by individual agreement
E BARCELO45	P LISBOA03	06	Information and Communication Technologies	1 teacher 8 hours	only by individual agreement

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 ⁴	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA03	Portuguese (for 1st cycles)	Portuguese and/or English (for 2nd and 3rd cycles)	B1	B2
E BARCELO45	Spanish	English (some subjects)	Spanish B1 English B1	Spanish B2 English B2

³ 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>)

⁴ 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

P LISBOA03	
E BARCELO45	<p>The UOC is committed to the social inclusion of people with disabilities, and it therefore seeks to provide accessibility to the university for anyone who wants to be part of the various groups in the community (students, temporary lecturers, teaching staff and administration staff): http://www.uoc.edu/portal/en/universitat/compromis-social/accessibilitat/compromis/index.html</p> <p>For questions regarding services to students in need of individual arrangements in connection with request for proper housing facilities and other special arrangements please contact http://www.uoc.edu/portal/en/universitat/internacional/mobilitat-in/index.html and erasmus@uoc.edu.</p>

E. Calendar

1. Academic Calendar

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA03	September-January	March-July
E BARCELO45	15.09-15.02	25.02 - 20.06

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA03	May 31 st	October 31 st
E BARCELO45	June 1 st	November 1 st

2. The receiving institution

P LISBOA03 will send its decision within **4 weeks** after submitting all required documents.

E BARCELO45 will send its decision in **4 weeks** after submitting all required documents.

3. Issue of the Transcript of Records

P LISBOA03: A Transcript of Records will be issued in **5 weeks** after the assessment period has finished at the receiving HEI.

E BARCELO45: A Transcript of Records will be issued in **5 weeks** after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. 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

P LISBOA03: Information available at:

http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf

E BARCELO45: <http://www.uoc.edu/portal/en/universitat/model-educatiu/eees/eees/instruments-eees/>

In the Spanish university system, each subject is graded on a scale from 0 to 10 points. To pass a subject it is necessary to get at least 5 points.

Each numeric grade corresponds to a quality grade as follows:

UOC grading numeric interval/grade	Quality grade (Local term)	Quality grade (English term)
9-10	Sobresaliente	Excellent
7-8.9	Notable	Very good
5-6.9	Aprobado	Good
0-4.9	Suspenso	Fail

Matrícula de Honor: Distinction getting *Sobresaliente* plus a special mention.

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
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
E BARCELO45	e-mail:	http://www.uoc.edu/portal/en/universitat/

	erasmus@uoc.edu	internacional/mobilitat-in/index.html
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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.

P LISBOA03: All students enrolled 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
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
E BARCELO45	e-mail: erasmus@uoc.edu	http://www.uoc.edu/portal/en/universitat/internacional/mobilitat-in/index.html

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
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

E BARCELO45	e-mail: erasmus@uoc.edu	http://www.uoc.edu/portal/en/universitat/internacional/mobilitat-in/index.html
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
P LISBOA03	Prof. João Sàágua Institutional Coordinator	20-12-2016	
E BARCELO45	Carles Sigalés Vice-president for Teaching and Learning	27/12/2016	

⁵ Scanned signatures are accepted