



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.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ¹ (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. Helena Rocha, Email: hcr@fct.unl.pt Tel.: +351 212948388 -----	www.unl.pt

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Administrative contact: SAM 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
École Normale Supérieure de Lyon	F LYON103	Mathilde Bégrand , Erasmus Institutionnal coordinator, Head of International Mobility Office Tel : +33 4 37 37 66 80 Halima Hanifa , Staff mobility, Tel. : +33 4 37 37 66 81 international@ens-lyon.fr Fax : +33 4 37 37 63 60 Subject Area Contact: Gilles Aldon < gilles.aldon@ens-lyon.fr >	

B. Mobility numbers² 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.

Staff mobility:

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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration *]	
P LISBOA03	F LYON103	0111	Education science	1 x 7 days (min. 8h)	-
F LYON103	P LISBOA03	0111	Education science	1 x 7 days (min. 8h)	-

² 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>)

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA03	F LYON103	Portuguese	Portuguese and/or English	-	B2 (no certification required)
F LYON103	P LISBOA03	Français or English	Français or English	-	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

Information about infrastructure to welcome students and staff with disabilities available on individual request depending on special needs. Please contact: international@ens-lyon.fr

For the implementation of staff mobility for training and teaching, a letter of invitation – issued by an ENS de Lyon contact person – is required.

E. Calendar

1. 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
F LYON103	NA – concerned students	Not Applicable – concerned

³ 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>

		students
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2. The receiving institution will send its decision within [4] weeks (minimum). **Not Applicable – concerned students**
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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]* **Not Applicable – concerned students**
4. Termination of the agreement

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

P LISBOA03: Information available at:

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

F LYON103 : Information available at:

<http://www.ens-lyon.fr/en/academic-programs-271703.kjsp?RH=TEMP-INTER-EN&RF=1440663649061>

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

F LYON103	Halima Hanifa , Staff mobility, Tel. : +33 4 37 37 66 81 international@ens-lyon.fr Fax : +33 4 37 37 63 60	-
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3. Insurance

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
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	
F LYON103	Halima Hanifa , Staff mobility, Tel. : +33 4 37 37 66 81 international@ens-lyon.fr Fax : +33 4 37 37 63 60	-

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
F LYON103	Halima Hanifa , Staff mobility, Tel. : +33 4 37 37 66 81	-

	international@ens-lyon.fr Fax : +33 4 37 37 63 60	
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
P LISBOA03	Institutional Coordinator Prof. João Sàagua	21/12/2016	
F LYON103	President Porf. Jean-François Pinton	16.12.16	 Le président de l'ENS Jean-François PINTON

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⁴ Scanned signatures are accepted