

UNIVERSITAT POLITÈCNICA DE CATALUNYA – ETSETB (Escola Tècnica Superior d'Enginyeria de Telecomunicació de Barcelona)	E BARCELO03	Prof. José Antonio Lázaro Institutional Coordinator Vice Dean of International Relations UPC Campus Nord D3 c/ Jordi Girona 1-3 08034 Barcelona, Spain ☎ : +34 93 4011978 Institutional.mobility@etsetb.upc.edu	https://www.etsetb.upc.edu/ http://www.etsetb.upc.edu/ca/international/foreign-students Courses catalogue for mobility students: https://infoteleco.upc.edu/genweb/webmob/app/#!/courses
[...]			

B. Mobility numbers⁵ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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.]

Student mobility:

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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
P LISBOA03	E BARCELO03	061	Information and Communication Technologies (ICT's)	2 nd	2 * 6 (each)	TBD
E BARCELO03	P LISBOA03	061	Information and Communication Technologies (ICT's)	2 nd	2 * 6 (each)	TBD

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

⁵ 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>)

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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
P LISBOA03	E BARCELO03	061	Information and Communication Technologies (ICT's)	1 x 2-5 days (min. 8 hours)	1 x 2 days
E BARCELO03	P LISBOA03	061	Information and Communication Technologies (ICT's)	1 x 2-5 days (min. 8 hours)	1 x 2 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA03		Portuguese (for 1 st cycles)	Portuguese and/or English (for 2 nd and 3 rd cycles)	B1	B2
E BARCELO03		Bachelors are taught in Spanish and some courses in English Masters are completely taught in English.		Spanish: B1-B2 English: B2	B2

⁶ 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>

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

E BARCELO03

IMPORTANT:

To enroll master courses we will request students to have passed 180 credits at their home institution.

UPC can provide some support to welcome students and staff with **disabilities**; depending on the individual cases, with prior agreement between both institutions. There is a service at UPC to give general orientation to people with disabilities; but no additional personnel or economic support is provided. For more information about disability and inclusion in UPC, consult <http://www.upc.edu/igualtat/discapacitat>

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
E BARCELO03	1 June	1 December

[* to be adapted in case of a trimester system]

2. P LISBOA03: The receiving institution will send its decision within [4] weeks (minimum).
E BARCELO03: The receiving institution will send its decision within 6-8 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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]
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

E BARCELO03

For information about the grading system, see:

<https://www.upc.edu/information/frequently-asked-questions/faqs-about-bachelors-degree-courses/#avalua>

The transcripts of records obtained reflect the name of the subjects in English, the ECTS grades and local grades.

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 BARCELO03	International Students Office (OMI) e-mail: oficina.mobilitat.internacional@upc.edu phone: +34-93 401 69 37 https://www.upc.edu/sri/en/students/international-students/before-coming-to-upc/student-visa	

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	---
E BARCELO03	International Students Office oficina.mobilitat.internacional@upc.edu telephone: (+34) 93 401 69 37	https://www.upc.edu/sri/en/students/students-mobility-office Specifically, for insurance: https://www.upc.edu/sri/en/students/international-students/before-coming-to-upc/health-insurance



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 BARCELO03	International Students Office oficina.mobilitat.internacional@upc.edu telephone: (+34)- 93 401 69 37	https://www.upc.edu/sri/en/students/international-students/before-coming-to-upc/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
P LISBOA03	Institutional Coordinator Prof. João Sàágua	24/05/2017	
E BARCELO03	José A. Lázaro Vice Dean of International Relations ETSETB - UPC	16/05/2017	

⁷ Scanned signatures are accepted