Erasmus+ Programme

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

Inter-institutional[1] agreement 2018-2020
between programme countries

[Minimum requirements][2]

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[3] (email, phone)	Website (eg. of the course catalogue)
University of Foggia	I FOGGIA03	International Relations Department Via Gramsci, 89/9, 71121 Foggia erasmus@unifg.it **Giulio Esposito** (Erasmus Coordinator) **Dr. Elettra Napolitano** (Responsible for Bilateral Agreements) elettra.napolitano@unifg.it	www.unifg.it http://en.unifg.it/international/studying-unifg/incoming-students
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia Department of Earth Sciences	P LISBOA03	Institutional Coordinator : Prof. João Amaro de Matos ------------------------- Subject Area Contact: Prof. Fernando Reboredo Email: fhr@fct.unl.pt Tel.: +351212948573 -------------------------	www.unl.pt

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[1] Inter-institutional agreements can be signed by two or more higher education Institutions

[2] Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

[3] 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

B. Mobility numbers[4] 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.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	*Subject area code* * [ISCED]	*Subject area name* *	*Study cycle**	Number of student mobility periods
					[total number of months of the study periods or average duration]*
I FOGGIA03	P LISBOA03	0811	Crop and livestock production	1st 2nd	2 * 12 months (each)
		0812	Horticulture	1st 2nd	2 * 12 months (each)
		0821	Forestry	1st 2nd	2 * 12 months (each)
		0721	Food Processing	1st 2nd	2 * 12 months (each)
		0831	Fisheries	1st 2nd	2 * 12 months (each)
P LISBOA03	I FOGGIA03	0811	Crop and livestock production	1st 2nd	2 * 12 months (each)
		0812	Horticulture	1st 2nd	2 * 12 months (each)
		0821	Forestry	1st 2nd	2 * 12 months (each)
		0721	Food Processing	1st 2nd	2 * 12 months (each)
		0831	Fisheries	1st 2nd	2 * 12 months (each)

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[4] 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)

Student Mobility for traineeship

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle*	Number of student mobility periods *[total number of months of the study periods or average duration*]*
I FOGGIA03	P LISBOA03	0811 0812 0821 0721 0831	Crop and livestock production Horticulture Forestry Food Processing Fisheries	1st 2nd	TBD (upon individual request)
P LISBOA03	I FOGGIA03	0811 0812 0821 0721 0831	Crop and livestock production Horticulture Forestry Food Processing Fisheries	1st 2nd	TBD (upon individual request)

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 *
I FOGGIA03	P LISBOA03	0811 0812 0821 0721 0831	Crop and livestock production Horticulture Forestry Food Processing Fisheries	TBD * 8h	TBD
P LISBOA03	I FOGGIA03	0811 0812 0821 0721 0831	Crop and livestock production Horticulture Forestry Food Processing Fisheries	TBD * 8h	TBD

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 instruc-tion 1	Language of instruc-tion 2	Recommended language of instruction level[5]	
I FOGGIA03		English	Italian	B1 (SMS)	B2 (STA e STT)
P LISBOA03		Portuguese (for 1st cycles)	Portuguese and/or English (for 2nd and 3rd cycles)	B1	B2

Language requirements obligatory, selection of students is left to the partner. For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page].*

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I FOGGIA03	June, 30th	November 30th
P LISBOA03	May 31st	October 31st

2. The receiving institution will send its decision within five weeks.

3. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. This means that 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.

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[5] 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

F. Information

1. Grading systems of the institutions

I FOGGIA03: UNIVERSITA' DI FOGGIA – GRADING SCALE

http://www2.unifg.it/Relazioni-Internazionali/A-guide-for-international-students/Grading-   Scale/1521/

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
I FOGGIA03	erasmus@unifg.it	http://en.unifg.it/international/studying-unifg/incoming-students
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
I FOGGIA03	erasmus@unifg.it	http://en.unifg.it/international/studying-unifg/incoming-students
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
I FOGGIA03	erasmus@unifg.it accomodationesnasefoggia@gmail.com https://www.facebook.com/ESNFOGGIA	http://en.unifg.it/international/studying-unifg/incoming-students
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[6]
I FOGGIA03	Prof.ssa Claudia Piccoli Rector's Delegate		
P LISBOA03	Erasmus Institutional Coordinator Prof. João Amaro de Matos	30/01/2018	

[6] Scanned signatures are accepted