Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]²
between programme countries

[Minimum requirements]³

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:

<table>
<thead>
<tr>
<th>Name of the institution (and department, where relevant)</th>
<th>Erasmus code</th>
<th>Contact details ⁴ (email, phone)</th>
<th>Website (eg. of the course catalogue)</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIVERSIDADE NOVA DE LISBOA - Faculdade de Ciências e Tecnologia</td>
<td>P LISBOA03</td>
<td>Institutional Coordinator: Prof. José Esteves Pereira Email: <a href="mailto:erasmus@unl.pt">erasmus@unl.pt</a> Tel.: +351 21 384 52 07/8; Subject Area Contact: Prof. Maria Filomena Dinis Conservation and Restoration Department Email: <a href="mailto:mfmd@fct.unl.pt">mfmd@fct.unl.pt</a> Tel.: +351 21 294 83 22</td>
<td><a href="http://www.unl.pt">www.unl.pt</a>, <a href="http://www.fct.unl.pt/e-p/student/student-orientation-and-mobility/students-mobility-study-sms">http://www.fct.unl.pt/e-p/student/student-orientation-and-mobility/students-mobility-study-sms</a></td>
</tr>
</tbody>
</table>

¹ Inter-institutional agreements can be signed by two or more higher education Institutions
² Higher Education Institutions have to agree on the period of validity of this agreement
³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.
⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.
B. Mobility numbers<sup>5</sup> 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:

<table>
<thead>
<tr>
<th>FROM [Erasmus code of the sending institution]</th>
<th>TO [Erasmus code of the receiving institution]</th>
<th>Subject area code + (ISCED)</th>
<th>Subject area code *</th>
<th>Study cycle /short cycle, 1&lt;sup&gt;st&lt;/sup&gt;, 2&lt;sup&gt;nd&lt;/sup&gt; or 3&lt;sup&gt;rd&lt;/sup&gt;</th>
<th>Number of student mobility periods</th>
<th>Student Mobility for Studies [total number of months of the study periods or average duration]</th>
<th>Student Mobility for Traineeships</th>
</tr>
</thead>
<tbody>
<tr>
<td>P LISBOA03</td>
<td>B ANTWERP01</td>
<td>021</td>
<td>Arts</td>
<td>1&lt;sup&gt;st&lt;/sup&gt;, 2&lt;sup&gt;nd&lt;/sup&gt;</td>
<td>1&lt;sup&gt;st&lt;/sup&gt;: 1 * 6</td>
<td>TBD</td>
<td></td>
</tr>
<tr>
<td>B ANTWERP01</td>
<td>P LISBOA03</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt;: 1 * 6</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are...*]

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<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
http://www.is.unesco.org/Education/Pages/international-standard-classification-of-education.aspx)
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.

**Staff mobility:**

<table>
<thead>
<tr>
<th>FROM [Erasmus code of the sending institution]</th>
<th>TO [Erasmus code of the receiving institution]</th>
<th>Subject area code * (ISCED)</th>
<th>Subject area name *</th>
<th>Number of staff mobility periods [total number of days of teaching periods or average duration *]</th>
</tr>
</thead>
<tbody>
<tr>
<td>P LISBOA03</td>
<td>B ANTWERP01</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>B ANTWERP01</td>
<td>P LISBOA03</td>
<td>021</td>
<td>Arts</td>
<td>TBD * 8h</td>
</tr>
</tbody>
</table>

**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:

<table>
<thead>
<tr>
<th>Receiving institution [Erasmus code]</th>
<th>Optional: Subject area</th>
<th>Language of instruction 1</th>
<th>Language of instruction 2</th>
<th>Recommended language of instruction level (^6)</th>
</tr>
</thead>
<tbody>
<tr>
<td>P LISBOA03</td>
<td></td>
<td>Portuguese (for 1\textsuperscript{st} cycles)</td>
<td>Portuguese and/or English (for 2\textsuperscript{nd} and 3\textsuperscript{rd} cycles)</td>
<td>B1 ([\text{Minimum recommended level: B1}])</td>
</tr>
<tr>
<td>B ANTWERP01</td>
<td></td>
<td>Dutch</td>
<td>English</td>
<td>B2 ([\text{Minimum recommended level: B2}])</td>
</tr>
</tbody>
</table>

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

\(^6\) 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
D. Additional requirements

B ANTWERP01
Information for students and staff with disabilities:

E. Calendar

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

<table>
<thead>
<tr>
<th>Receiving institution [Erasmus code]</th>
<th>Autumn term* [month]</th>
<th>Spring term* [month]</th>
</tr>
</thead>
<tbody>
<tr>
<td>P LISBOA03</td>
<td>May 31st</td>
<td>October 31st</td>
</tr>
</tbody>
</table>
| B ANTWERP01                         | Nominations:
1 May, when no visa is required
Student applications:
1 May, when a visa is required
1 June, when no a visa is required | Nominations:
1 October, when a visa is required
Student applications:
1 November, when a visa is required |

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

2. The University of Antwerp will send its decision within 6 weeks after the application deadline, under the condition that the application is done correctly and timely.

P LISBOA03 will send its decision within [4] weeks (minimum).

3. The University of Antwerp as receiving institution will issue the Transcript of Records no later than 4 weeks after the assessment period has finished.

P LISBOA03 will issue the Transcript of Records no later than 5 weeks after the assessment period has finished.

4. Termination / modification of the agreement

Termination of the agreement or amendments in the data set above can be made annually, if communicated before 1 January. Neither the European Commission nor the National Agency can be held responsible in case of conflict.

F. Information

1. Grading systems of the institutions

University of Antwerp:

www.uantwerp.be/en/education/from-choosing-a-programme-to-graduat/information-for/international-students/exchange-students/study-information/examination-grading/

P LISBOA02:

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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
<tbody>
<tr>
<td>P LISBOA03</td>
<td>Email: <a href="mailto:div.a.ge.mobilidade@fct.unl.pt">div.a.ge.mobilidade@fct.unl.pt</a> Tel.: +351 21 294 78 20/7</td>
<td><a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors</a></td>
</tr>
<tr>
<td>B ANTWERP01</td>
<td></td>
<td><a href="http://www.uantwerp.be/en/education/from-choosing-a-programme-to-graduat/information-for/international-students/exchange-students/arrivalvisa/">www.uantwerp.be/en/education/from-choosing-a-programme-to-graduat/information-for/international-students/exchange-students/arrivalvisa/</a></td>
</tr>
</tbody>
</table>

3. Insurance

All students enrolled in P LISBOA03 are covered by an accident and third party liability insurance: (http://www.fct.unl.pt/sites/default/files/documentos/estudante/informacao_academica/Seguro%20Esc
clar/Generali_apoliceSegAlunos_013.pdf).

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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
<tbody>
<tr>
<td>B ANTWERP01</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
</table>
| P LISBOA03                  | Email: div.a.ac.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 ANTWERP01                 | Martine Depauw  
Groenenborgerlaan 149  
G.B.003  
2020 Antwerpen  
+32 32654863  
Martine.depauw@uantwerpen.be | www.uantwerp.be/en/campus-life/housing/ |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Name, function</th>
<th>Date</th>
<th>Signature</th>
</tr>
</thead>
</table>
| P LISBOA03                 | Institutional Coordinator  
Prof. José Esteves Pereira | 27 JAN 2014 |  |
| B ANTWERP01                | Prof. Dr. Alain Verschoren  
Rector University of Antwerp | 21-01-2014 |  |

7 Scanned signatures are accepted