



A

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

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
Aalborg Universitet	DK ALBORG01	Institutional Coordinator: Gitte. N. Jensen International Office gij@adm.aau.dk +45 9940 7501 Departmental Contact: Jette L. Christensen jette@nano.aau.dk Study Board: Mathematics, Physics and Nanotechnology	studyguide.aau.dk http://www.internationaloffice.aau.dk/ http://www.en.ses.aau.dk/Study+Boards/ www.nano.aau.dk

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.

Universidade Nova de Lisboa		Ana Gomes Silva acs@fct.unl.pt	
[...]			

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.]

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 ⁵]	Student Mobility for Traineeships *
DK ALBORG01	P LISBOA03	0533	Physics	2nd, 3rd	2 x 10 (each)	
P LISBOA03	DK ALBORG01	0533	Physics	2nd, 3rd	2 x 10 (each)	

[*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.]

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 ⁵]	Staff Mobility for Training *
DK ALBORG01	P LISBOA03	0533	Physics	TBD * 7 days	TBD
P LISBOA03	DK ALBORG01	0533	Physics	TBD * 7 days	TBD

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>

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]
DK ALBORG01		English	Danish	www.apply.aau.dk/how-to-apply-Erasmus-Erasmus-Mundus-student/entry-admission-requirements/	
P LISBOA03	---	Portuguese (for 1 st cycles)	Portuguese and/or English (for 2 nd and 3 rd cycles)	B1	B2

Note: the recommended language of instruction level at AAU applies to all study programmes/courses.

D. Additional requirements

DK ALBORG01: Enrolment only if 30 ECTS per semester

E. Calendar

1. Applications/Information on nominated students must reach the receiving Institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
DK ALBORG01	1 May	1 October
P LISBOA03	May 31 st	October 31 st

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

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>

2. The receiving Institution will send its decision within

DK ALBORG01: 6-8 weeks

P LISBOA03: 4 weeks (minimum)

3. A Transcript of Records will be issued by the receiving Institution

DK ALBORG01: only upon request from the student in question and

P LISBOA03: 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

DK ALBORG01: *[In the event of unilateral termination, a notice of at least one academic year should be given. 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

DK ALBORG01: <http://studyindenmark.dk/study-in-denmark/the-danish-way-of-teaching-1/the-danish-grading-system>

P LISBOA03: 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
DK ALBORG01	incoming-student@adm.aau.dk +45 9940 7504	www.apply.aau.dk/how-to-apply-Erasmus-Erasmus-Mundus-student/residence-permit-visa/
P LISBOA03	Email: div.a.ae.mobillidade@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.

At P LISBOA03

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%20Escolar/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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
DK ALBORG01	incoming-student@adm.aau.dk +45 9940 7504	www.apply.aau.dk/how-to-apply-Erasmus-Erasmus-Mundus-student/insurance/
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
DK ALBORG01	Lene Møller lml@adm.aau.dk +45 9940 9658	www.internationaloffice.aau.dk/international_accommodation_office/
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 ⁷
DK ALBORG01	Dean Eskild Holm Nielsen Faculty of Engineering and Science		AALBORG UNIVERSITY The Faculty of Engineering and Science Niels Jernes Vej 10 DK-9220 Aalborg East
P LISBOA03	Prof. José Esteves Perelra Institutional Coordinator	07 MAR. 2014	UNIVERSIDADE NOVA DE LISBOA CENTRO DE INVESTIGACAO E DESENVOLVIMENTO EM ENGENHARIA DE SOFTWARE

⁷ Scanned signatures are accepted