

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	F PARISO12	0711	Chemical Engineering and Processes	2 nd	2*6	TBD
		0531	Chemistry	2nd	2*6	
F PARISO12	P LISBOA03	0711	Chemical Engineering and Processes	2nd	2*6	TBD
		0531	Chemistry	2nd	2*6	

*[*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.]*

Staff mobility:

FROM [Erasmus	TO [Erasmus code	Subject area	Subject area name	Number of staff mobility periods
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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>)

code of the sending institution]	of the receiving Institution]	code * [ISCED]	* [total number of days of teaching periods or average duration *]	Staff Mobility for Teaching	Staff Mobility for Training *
P LISBOA03	F PARIS012				---
F PARIS012	P LISBOA03				---

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
F PARIS012		French and English	French and English	B1	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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the Institutions have the infrastructure to welcome students and staff with disabilities.]

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>



F PARIS012:

Incoming student: The original learning agreement (no copy is accepted) with the exams done by the student can be given or sent directly to him/her OR to the International Relations and Mobility Office of the student university.

For all other information, the student can get in touch the person in charge of the International affairs at the Faculty.

Outgoing student: The Learning Agreement or the changed Learning Agreement has to be given to the French student who will submit it to the approval of the professor coordinator of his/her mobility.

Students and Staff with disabilities:

<http://www.u-pec.fr/etudiant/vie-etudiante/etudes-et-handicap/accompagnement-des-etudiants-handicapes-282099.kjsp?RH=WEB-FR>

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 PARIS012	May 31 st	November, 15 th

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

- 2. The receiving institution will send its decision within [4] weeks (minimum).
- 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 PARIS012:

- 2. The UPEC will send a detailed Erasmus nomination list by e-mail or with another modality to nominate Erasmus students from F PARIS012 (such as online nominations, e-nomination, etc...).
- 3. Partner Universities have to send a detailed Erasmus nomination list by e-mail (to relint@u-pec.fr) or with another modality to nominate Erasmus students from F PARIS012 (such as online nominations, e-nomination, etc...).
- 4. The F PARIS012 will send its decision (information package) within 8 weeks at the maximum from the reception of the nominations.

5. Erasmus Incoming student at UPEC has to collect the Transcript of Records before leaving the UPEC; otherwise the Transcript of Records will be Issued and sent it to the personal post address of the student or to his university.

6. Termination or modification of the agreement:

A unilateral decision to discontinue or to change the exchanges notified to the other party will depend on each faculty.

F. Information

1. Grading systems of the institutions

At **P LISBOA03**

Information available at:

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

At **F PARIS012**

Local grade (note/barème) : scale from 0 to 20.

20 means:	best mark (admis)
10 means:	just passed (admis)
0 to <10 means:	fail (ajourné)

If an examination exam has not been taken, the result is "défaillant"

Local Grade for degrees (mention au diplôme)	In French	In English
16 to 20	TRES BIEN	EXCELLENT
14 to <16	BIEN	VERY GOOD
12 to <14	ASSEZ BIEN	GOOD
10 to <12	PASSABLE	SUFFICIENT

Even If grades are awarded on a scale of 0-20, the tradition is such that grades higher than 16/20 are very rare. Passes with High Honors (15-16/20) are also relatively few in number. The University does not calculate rank in class.

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	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors

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	Tel.: + 351 21 294 78 20/7	
F PARIS012	relint@u-pec.fr	http://www.u-pec.fr/

3. Insurance

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
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	---
F PARIS012	julien.fremont@u-pec.fr	http://www.u-pec.fr/

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 PARIS012	relint@u-pec.fr	http://www.u-pec.fr/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

Institution [Erasmus code]	Name, function	Date	Signature ⁷
P LISBOA03	Prof. José Esteves Pereira Institutional Coordinator	26 FEB. 2014	
F PARIS012	Assita SIDIBE Erasmus Institutional Coordinator assita.sidibe@u-pec.fr	20/02/14	

⁷ Scanned signatures are accepted

