



Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021

between programme countries

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 ¹ (email, phone)	Website (eg. of the course catalogue)
TECHNICAL UNIVERSITY OF CLUJ-NAPOCA – UNIVERSITATEA TEHNICĂ DIN CLUJ-NAPOCA – Facultatea de Instalații	RO CLUJNAP05	Office for European Programs Andreea Popa -Erasmus Program Officer Memorandumului Street 28, 400114 Cluj-Napoca, ROMANIA Tel: + 40 264 202261 / Fax: +40 264 591690 E-mail: Int.Rel.Office@staff.utcluj.ro ----- Departmental coordinator: Lecturer eng.Florin DOMNITA, Ph.D. Faculty of Building Services Engineering 21 Decembrie 1989 Street 128-130, 400604 Cluj-Napoca, ROMANIA Tel./fax: +40 264 410 179 E-mail: Florin.Domnita@insta.utcluj.ro	http://www.utcluj.ro
UNIVERSIDADE NOVA DI LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	Institutional Coordinator : Prof. José Esteves Pereira E-mail: erasmus@unl.pt Tel.: +351 21 384 52 07/8; ----- Subject Area Contact: Prof. Corneliu Cismasiu Departamento de Engenharia Civil Faculdade de Ciências e Tecnologia Universidade Nova de Lisboa Quinta da Torre, 2829-516 Caparica, PORTUGAL E-mail: cornel@fct.unl.pt Tel.: + 351 21 294 85 80 ----- Administrative contact: SAE-AM E-mail: div.a.ae.mobilidade@fct.unl.pt Tel: + 351 21 294 78 20/7	www.unl.pt http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sm

B. Mobility numbers 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*]	Student Mobility for Traineeships *
RO CLUJNAP05	P LISBOA03	0732	Building and civil engineering	1 st , 2 nd , 3 rd	2student/4months = 8months	1student/4months = 4months
P LISBOA03	RO CLUJNAP05	0732	Building and civil engineering	1 st , 2 nd , 3 rd	2student/4months = 8months	1student/4months = 4months

[*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 *]	Staff Mobility for Training *
RO CLUJNAP05	P LISBOA03	0732	Building and civil engineering	(*) * 8h	---
P LISBOA03	RO CLUJNAP05	0732	Building and civil engineering	(**) * 8h	---

(*)Ciprian Bacoțiu, Florin Domnița

(**)Corneliu Cismasiu, Ildi Cismasiu

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
RO CLUJNAP05		Romanian (for 1 st cycle)	Romanian and/or English (for 2 nd and 3 rd cycles)	B1	B2
P LISBOA03		Portuguese (for 1 st cycle)	Portuguese and/or English (for 2 nd and 3 rd cycles)	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

RO CLUJNAP 05:

http://bri.utcluj.ro/RI2_en/index.php

http://bri.utcluj.ro/RI2_en/incoming_erasmus.php

http://bri.utcluj.ro/RI2_en/documente_importante.php

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
RO CLUJNAP05	July 15 th	November 15 th
P LISBOA03	May 31 st	October 31 st

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

2. The receiving institution will send its decision within **5 weeks (RO CLUJNAP05)/4 weeks (P LISBOA03)**

3. A Transcript of Records will be issued by the receiving institution no later than **5 weeks (RO CLUJNAP 05/5 weeks (P LISBOA03)**

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

² 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>

September 20XX will only take effect as of 1 September 20XX+1. 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

RO CLUJNAP05:

Information available at: http://bri.utcluj.ro/RI2_en/documente_importante.php

Contact person: Andreea Popa- Erasmus Program Officer (E-mail: Int.Rel.office@staff.utcluj.ro)

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
RO CLUJNAP05	Andreea Popa Int.Rel.Office@staff.utcluj.ro Tel: +40 264 202261	http://bri.utcluj.ro/RI2_en/incoming_erasmus.php
P LISBOA03	E-mail: 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.

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

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
RO CLUJNAP 05	Andreea Popa Int.Rel.Office@staff.utcluj.ro Tel: +40 264 202261	http://bri.utcluj.ro/RI2_en/incoming_erasmus.php
P LISBOA03	E-mail: 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
RO CLUJNAP05	Andreea Popa Int.Rel.Office@staff.utcluj.ro Tel: +40 264 202261	http://bri.utcluj.ro/RI2_en/incoming_erasmus.php
P LISBOA03	E-mail: 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 ³
RO CLUJNAP05	Institutional Coordinator Prof. Aurel VLAICU	10.01.2014	
P LISBOA03	Institutional Coordinator Prof. José Esteves PEREIRA	28 JAN 2014	

³ Scanned signatures are accepted