



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)
UNIVERSIDADE NOVA DE LISBOA (Faculdade de Ciências e Tecnologia)	P LISBOA03	Institutional Coordinator: Prof. José Esteves Pereira Email: erasmus@uni.pt Tel.: +351 21 384 52 07/8; ----- Subject Area Contact: Prof. Maria Ascensão Reis Email: amr@fct.unl.pt Tel.: + 351 21 294 83 57 ----- Administrative contact: SAE-AM Email: 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-sms
UNIVERSITÀ DEGLI STUDI DI CAGLIARI	I CAGLIARI01	Prof.ssa Giovanna Maria Ledda Pro Rettore per l'Internazionalizzazione Settore Mobilità Studentesca -Via San Giorgio, 12, Ingresso n. 2 - 09124 Cagliari - ITALY - Tel. +39-070-675 6533 fax. +39-070-675- 6543 email: erasmus@unica.it	www.unica.it ; http://www.unica.it/pub/english/

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 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	I CAGLIARI01	0711	Chemical Engineering and Processes	2 nd , 3 rd	1 * 6	TBD
I CAGLIARI01	P LISBOA03	07	Engineering, Manufacturing and Construction	2 nd , 3 rd	1 * 6	TBD

[*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 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 *
P LISBOA03	I CAGLIARI01	0711	Chemical Engineering and Processes	Marla Ascensão Reis * 8h	---
I CAGLIARI01	P LISBOA03	07	Engineering, Manufacturing and Construction	Alessandra Carucci * 8h	---

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]
P LISBOA03		Portuguese (for 1 st cycles)	Portuguese and/or English (for 2 nd and 3 rd cycles)	B1	B2
I CAGLIAR01	Any	Italian (majority of courses)	English (some courses)	B1 English language A1 Italian Language	B2 English language

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

I CAGLIAR01 is delighted to welcome students and staff with disabilities

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term ⁶ [month]	Spring term ⁶ [month]
P LISBOA03	May 31 st	October 31 st
I CAGLIAR01	OCTOBER - FEBRUARY 31 May for nomination 31 July for application	MARCH - JULY 31 October for nomination 30 November for application

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

- Both the institutions will send their decision within [4] weeks (minimum).
- 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.
A Transcript of Records will be issued by **I CAGLIAR01** no later than 4 weeks after the assessment period has finished at the receiving HEI.
- Termination of the agreement
The agreement will become operative on the date of signature of both universities and shall remain in force for a period of **6 years**. In case of the termination, a notice of at least one academic year should be sent to the partner university. 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

P LISBOA03: Information available at:

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

I CAGLIAR01: Subject units are generally taught for two semesters. Final assessment of the student is based on the result of one or more examinations, which may be oral and/or written. The pass mark for examinations is 18 out of 30. The highest mark for examinations is 30 out of 30. An excellent performance is usually graded above 28.

ECTS grading scale: A= 30 e 30 cum laude; B:27/28/29; C: 24/25/26; D = 21/22/23 E: 18/19/20; F: fail (see: <http://www.unica.it/pub/english/index.jsp?is=23&iso=380>)

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. 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 Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors
I CAGLIAR01	Anna Maria Aloï - Head of International Student Mobility Office (ISMOKA) - Tel. +39-070-675 6533 - fax. +39-070-675- 6543 email: erasmus@unica.it	www.unica.it ; http://www.unica.it/pub/english/

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%20Escola/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	
I CAGLIAR01	Anna Maria Aloï - Head of International Student Mobility Office (ISMOKA) - Tel. +39-070-675 6533 - fax. +39-070-675- 6543 email: erasmus@unica.it	www.unica.it ; http://www.unica.it/pub/english/



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
I CAGLIAR01	Anna Maria Aloï - Head of International Student Mobility Office (ISMOKA) - Tel. +39-070-675 6533 - fax. +39-070-675- 6543 email: erasmus@unica.it	www.unica.it ; http://www.unica.it/pub/english/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
P LISBOA03	Institutional Coordinator, Prof. José Esteves Pereira	26 FEV. 2014	
I CAGLIARI01	Giovanna Maria Ledda (Vice Chancellor for International Relations)	14.02.2014	

⁷ Scanned signatures are accepted

