



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@unl.pt Tel.: +351 21 384 52 07/8 ----- Subject Area Contact: Prof. Alexandra Ribeiro Email: abr@fct.unl.pt	www.unl.pt

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.

		Tel.: + 351 21 294 83 00 ----- Administrative contact: SAE-AM 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
SECONDA UNIVERSITÀ DEGLI STUDI DI NAPOLI – Facoltà di Scienze del Farmaco per l'Ambiente	I NAPOLI09	Erasmus Administrative contact Dott. Renato Fabrocile Head of International Office Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) Tel +39 0823274296/97/99 Fax +39 0823274298 erasmus@unina2.it Erasmus Department Coordinator : Prof. Pieter De Lange Dipartimento di Scienze e Tecnologie Ambientali Biologiche e Farmaceutiche Via Vivaldi, 43 81100 Caserta (Italy) Tel: +390823274581 Email pieter.delange@unina2.it Subject Area Contact: Prof. Livio Gianfrani Dipartimento di Matematica e Fisica Via Vivaldi 43 81100 Caserta, Phone: +390823274632 Fax: +390823274714 livio.gianfrani@unina2.it	www.dlistabif.unina2.it http://www.unina2.it/index.php/international
[...]			

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	TO	Subject	Subject	Study	Number of student
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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>)

[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	<i>area code</i> * [ISCED]	<i>area name</i> *	<i>cycle</i> [short cycle, 1 st , 2 nd or 3 rd] *	mobility periods	
					Student Mobility for Studies	<i>Student Mobility for Traineeships</i> *
					[total number of months of the study periods or average duration ⁶]	
P LISBOA03	I NAPOLI09	052	Environment	1 st , 3 rd	1 * 6	TBD
I NAPOLI09	P LISBOA03	052	Environment	1 st , 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	TO	<i>Subject area code</i> * [ISCED]	<i>Subject area name</i> *	Number of staff mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]			Staff Mobility for Teaching	<i>Staff Mobility for Training</i> *
				[total number of days of teaching periods or average duration ⁶]	
P LISBOA03	I NAPOLI09	052	Environment	Alexandra Ribeiro * 8h	---
I NAPOLI09	P LISBOA03	052	Environment	TBD * 8h	---

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	<i>Optional: Subject</i>	Language of	Language of	Recommended language of instruction level ⁶
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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>

[Erasmus code]	area	instruc- tion 1	instruc- tion 2	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 NAPOLI09		Italian		B1 No certificate required	B1/B2 No certificate required

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 NAPOLI 09:

- All incoming students are obliged to register through the online application system > http://erasmus.ceda.unina2.it/erasmus_incoming_unina2/html/bentornato.php?lang=en
- Every incoming student is entitled to courses to maximum 30 ECTS per semester.
- Italian Language Courses: The Seconda Università degli Studi di Napoli offers free Italian language courses to all its exchange Erasmus students. Students which opted for living in Naples may follow the courses organized by CILA (Interdepartmental Centre for Linguistics and Audiovisual Services of University of Naples "l'Orientale"). You can see more at: http://www.cila.unior.it/index.php?option=com_content&view=article&id=579&Itemid=551&lang=it. Students who will study in Caserta or S. Maria Capua Vetere can attend the Italian language course at Faculty of Arts and Philosophy of the Second University, situated in S. Maria Capua Vetere as you can see on: http://new.lettere.unina2.it/?page_id=7296. However, all useful information will be sent to interested students after the registration.
- Persons with disabilities can find some information to this web site: <http://www.disabili.unina2.it/>

E. Calendar

- 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
I NAPOLI09	1st semester or full academic year From April 1st until June 30th	2nd semester deadlines From September 1st until November 30th

[* 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. Information

1. Grading systems of the institutions

Information available at:

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

I NAPOLI 09 grading scale:

http://unina2.it/index.php/international_section "International Student".

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 NAPOLI09	Non EU Students must contact the Italian Embassy Consulate in their city of residence to check on visa requirements for a study period in Italy.	

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%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	
I NAPOLI09	We will inform incoming students/staff of cases in which insurance cover is not automatically provided.	https://www.unina2.it/portalesun/index.php/studenti/procedure-amministrative/copertura-assicurativa

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 NAPOLI09	Erasmus@unina2.it	The Seconda Università degli Studi di Napoli today still does not provide accommodation to foreign students and therefore the international office can help you with information and directions about the locations of the various

		faculties , useful links to find a first accomodation about hostels or bed & breakfast before getting an apartments with other students.
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
P LISBOA03	Institutional Coordinator, Prof. José Esteves Pereira	24 FEV. 2014	
I NAPOLI09	Institutional Coordinator Prof. Sergio Minucci	10/02/2014	  

⁷ Scanned signatures are accepted



Seconda Università degli Studi di Napoli



Annex A to ERASMUS+ Inter-Institutional Agreement

Institutional Factsheet

1. Institutional Information

Institutional details

Name of the institution	Seconda Università degli Studi di Napoli
Erasmus Code	I NAPOLI 09
EUC	29306
Institution web site	www.unina2.it
Online course catalogue	http://unina2.it/index.php/didattica/offertaformativa2013-2014

Main contacts

Contact person	Dott. Renato Fabrocile
Responsibility	Head of International Office
Contact details	Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) Tel +39 0823274296/97/99 - Fax +39 0823274298 erasmus@unina2.it
website	http://www.unina2.it/index.php/international

Contact person	Prof. Sergio Minucci (Rector's Delegate)
Responsibility	Erasmus inter-istitutional Agreements
Contact details	Dipartimento di Medicina Sperimentale Via Santa Maria di Costantinopoli, 16 -80138 - Napoli Tel.:081 5665829 - Fax:081 5667500

2. Detailed requirements and additional information

C. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level according to CEFR
Student Mobility for Studies	Any	Italian	B1
Staff Mobility for Teaching	Any	Italian	B1/B2

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

- All incoming students are obliged to register through the online application system > http://erasmus.ceda.unina2.it/erasmus_incoming_unina2/html/bentornato.php?lang=en
- Every incoming student is entitled to courses to maximum 30 ECTS per semester.
- Italian Language Courses:** The Seconda Università degli Studi di Napoli offers free Italian language courses to all its exchange Erasmus students. Students which opted for living in Naples may follow the courses organized by CILA (Interdepartmental Centre for Linguistics and Audiovisual Services of University of Naples "l'Orientale"). You can see more at: http://www.cila.unior.it/index.php?option=com_content&view=article&id=579&Itemid=551&lang=it. Students who will study in Caserta or S. Maria Capua Vetere can attend the Italian language course at Faculty of Arts and Philosophy of the Second University, situated in S. Maria Capua Vetere as you can see on: http://new.lettere.unina2.it/?page_id=7296. However, all useful information will be sent to interested students after the registration.
- Persons with disabilities can find some information to this web site <http://www.disabili.unina2.it/>

E. Calendar

Nomination Deadlines: Applications/information on students nominated must reach our institution by:

Autumn term	1 st semester or full academic year From April 1 st until June 30 th
Spring term	2 nd semester deadlines From September 1 st until November 30 th

Decision Response: As receiving institution the Seconda Università degli Studi di Napoli will send its decision within 4 weeks.

Transcripts of Records: A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished.

Termination of Agreement: A unilateral decision to discontinue the exchanges notified to the other party by 1 November 20XX will only take effect as on 1st September 20XX+1. Neither the European Commission or the National Agencies can be held responsible in case of a conflict.

F. Additional information

1. Grading system:

In the Italian grading system, students are graded according to a scale ranging from 0 to 30, with 18 as a passing mark. A cum laude may be added to the highest grade (30 e lode), as a special distinction.

The lowest passing grade is 18. The grades from 18 to 30 are all used.

The Seconda Università degli Studi di Napoli provides an ECTS Grading Table, which shows the actual distribution of examination and final grades among students of each degree programme, in order to facilitate comparison with other grading systems. You find information about ECTS Grading Table at link <http://unina2.it/index.php/international> in the section International Student.

2. Visa

Non EU Students must contact the Italian Embassy Consulate in their city of residence to check on visa requirements for a study period in Italy.

3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education. http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm .

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact person	Dott. Renato Fabrocile
Responsibility	Head of International Office
Contact details	Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) Tel +39 0823274296/97/99 - Fax +39 0823274298 erasmus@unina2.it
Website	https://www.unina2.it/portalesun/index.php/studenti/procedure-amministrative/copertura-assicurativa

3.1 Healthcare information

In Italy, healthcare through the National Health Service (SSN) is available also for foreign citizens who are temporary residents.

EU citizens must have the European Health Insurance Card, while non-EU citizens must show proof of coverage by health insurance. Health care is provided by local health enterprise (ASL: Azienda Sanitaria Locale), which releases a card that necessary to access health needs (general and specialised practice, hospitalisation etc.). For detailed information visit:

www.aslna1.napoli.it/servizi.asp - www.aslcaserta.it/portale/Default.aspx

4. Housing

Our institution will help incoming student/staff 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:

The Seconda Università degli Studi di Napoli today still does not provide accommodation to foreign students and therefore the international office can help you with information and directions about the locations of the various faculties, useful links to find a first accommodation about hostels or bed & breakfast before getting an apartments with other students.

Contact person	Dott. Renato Fabrocile
Responsibility	Head of International Office
Contact details	Viale Lincoln, 5 palazzina B - 81100 Caserta (Italy) Tel +39 0823274296/97/99 - Fax +39 0823274298 erasmus@unina2.it

5. Miscellaneous

N.B.	The students before to start the Erasmus mobility must go to our International Office (Viale Lincoln n.5, palazzina B-81100 Caserta) with identity card or passport. The office will enroll them at the University. Before leaving, at the end of the Erasmus period, the students can get at the
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International Office a final certificate of attendance.

Other useful information can be found on our website: <https://orientamento.unina2.it/orient/homes>

