



A

# Erasmus+ Programme

## Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

### Inter-institutional agreement 2014-2020

#### 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	Erasmus code	Institutional Contact details (name, address, phone, fax, email)	Subject Area Contact details (name, address, phone, fax, email)	Website (eg. of the course catalogue)
SAPIENZA - UNIVERSITA' DI ROMA	I ROMA01	Rector's Delegate for International Mobility and Erasmus Institutional Coordinator LUCIANO SASO		<a href="http://en.uniroma1.it/">http://en.uniroma1.it/</a>
Scienze matematiche, fisiche e naturali		Academic Coordinator FRANCO DECKER Dipartimento di Chimica (Nuovo Edificio) P.le A. Moro, 5 00185 Roma Tel: +39 06 49913351 , E-mail: franco.decker@uniroma1.it, Fax: +39 6 49912812 Administrative Officer SIMONA ROMANO Presidenza Facolta' SMFN- Palazzo Segreterie Studenti III C P.le A.Moro, 5 00185 Roma Tel: +39 06 4991 2398 , Fax: +39 06 4991 2812 , E-mail: erasmussmfn@uniroma1.it		

			Agreement Promoter <b>MAURO MAJONE</b> Dipartimento di Chimica, P.le A. Moro 5 00185 Roma Tel: +39 06 49913646 , E-mail: mauro.majone@uniroma1.it, Fax: +39 06 49912812
UNIVERSIDADE NOVA DE LISBOA Faculdade de Ciências e Tecnologia	P LISBOA03	José Esteves Pereira Gabinete de Relações Internacionais - Campus de Campolide, 1099-085 Lisboa Portugal Tel: +351 213 845 207/8 , E-mail: <a href="mailto:erasmus@unl.pt">erasmus@unl.pt</a> , Fax: +351 213 715 621	Agreement Promoter <b>Maria A. M. REIS</b> Departamento de Quimica, Faculdade de Ciencia e Tecnologia - Universidade Nova de Lisboa 2829-516 Caparica Portugal Tel: +351 21 294 83 57 , E-mail: <a href="mailto:amr@fct.unl.pt">amr@fct.unl.pt</a> Fax: +351212948550  <b>Administrative contact:</b> SAE-AM Email: <a href="mailto:div.a.ae.mobilidade@fct.unl.pt">div.a.ae.mobilidade@fct.unl.pt</a> Tel: + 351 21 294 78 20/7

## B. Mobility numbers per academic year

The number of students each institution will send may by no means exceed the number of students mentioned in this agreement. More specifically shorter periods of stay do not allow for the sending of more students, i.e. on an exchange of 1 student for 10 months, a partner cannot send 2 students for 5 months, not even if their stay covers different semesters. Each party will take this into consideration when organizing students selection.

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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of students for Studies	
					Total number of students	Months (each) Min. 3 - max 12
I ROMA01	P LISBOA03	0512	Biochemistry	2, 3	1	9
P LISBOA03	I ROMA01	0512	Biochemistry	2, 3	1	9

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 for Teaching		
				Number of staff members	Duration in days per member (min. 2)	Number of teaching hours per member (Min. 8)

## Termination and modification of the agreement




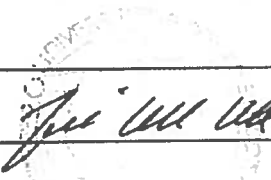
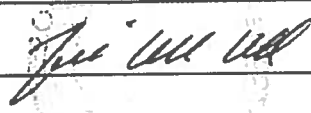
In case of changes, the partners can amend the agreement (part B) and/or the attached info sheet data, which form an integral part of the agreement, at one academic year written notice, by sending an email to the institutional contact listed in part A. This means that a unilateral decision to modify the agreement notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. Only in case of change of part B the drawing up/stipulation of a new agreement is required.

The agreement may be terminated by either side at one academic year written notice by sending an email to the institutional contact listed in part A. 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 participants already nominated by their home university at the date of notice shall be permitted to complete the program.

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

**C. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature[1]
I ROMA01	LUCIANO SASO Rector's Delegate for International Mobility and Erasmus Institutional Coordinator		 
I ROMA01	FRANCO DECKER Academic Coordinator		
I ROMA01	MAURO MAJONE Agreement Promoter		
P LISBOA03	José Esteves Pereira Erasmus Institutional Coordinator	27 08 2014	
P LISBOA03	Maria A. M. REIS Agreement Promoter		

[1] Scanned signatures are accepted



## INFO SHEET

**Institution:** SAPIENZA - Università di Roma    **Country:** Italy

**Erasmus code:** I ROMA01

**Website:** <http://www.uniroma1.it>

**Head of Institution:** Prof. Luigi Frati (Rector)

**Erasmus Institutional Coordinator:** Prof. Luciano Saso

**Head of the International Relations Office :** Dr. Antonella Cammisa

**Institution:** UNIVERSIDADE NOVA DE LISBOA    **Country:** PORTOGALLO

**Erasmus code:** P LISBOA03

**Website:** <http://www.unl.pt>

**Head of Institution:** Prof. Antonio Manuel Rendas

**Erasmus Institutional Coordinator:** José Esteves Pereira, Vice-Rector  
**Email:** [erasmus@unl.pt](mailto:erasmus@unl.pt)    **FCT Erasmus Coordinator:** Professor Jorge Lampreia, **Email:** [div.a.ae.mobilidade@fct.unl.pt](mailto:div.a.ae.mobilidade@fct.unl.pt), **Tel:** +351212947820/7

### 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[1]	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I ROMA01		Italian	English (only for English taught courses)	Italian B1 English B1	B2
P LISBOA03		Portuguese (for 1st cycles)	Portuguese and/or English (for 2nd and 3rd cycles)	B1	B2

Further details on the language of instruction, see the course catalogue:

<http://www.uniroma1.it/didattica/offerta-formativa/corsi-di-laurea-e-laurea-magistrale>

<http://en.uniroma1.it/study-us/graduate/english-taught-courses>

<http://en.uniroma1.it/study-us/visiting-and-exchange-students/english-taught-modules>

### Additional requirements

Exchange students will normally be allowed to enter courses at I ROMA01 unless these courses are subject to restricted enrolments.

**I ROMA01** requires students to have an intermediate knowledge of Italian language (i.e. Threshold level B1 or Higher of the Common European Framework of Reference for Languages). An intermediate level of English is accepted instead of Italian proficiency in the following cases:

- students who wish to attend classes from degree programmes fully or partially taught in English (<http://en.uniroma1.it/study->

us/graduate/english-taught-courses)

- students coming for their final thesis project or for training work, whose tutor accepts English as working language.

## Partner additional requirements

Course catalogue:

<http://www.unl.pt/guia/>

## Calendar

1. Student nominations and applications prepared according to the instructions available at

<http://www.uniroma1.it/students-coming-sapienza> must be sent to [spi@uniroma1.it](mailto:spi@uniroma1.it) (I ROMA01) within::

Receiving institution [Erasmus code]	Nomination		Application	
	Autumn term* [month]	Spring term* [month]	Autumn term* [month]	Spring term* [month]
I ROMA 01	May 15th	October 15th	30 days after receiving the login code to on-line application form	30 days after receiving the login code to on-line application form
P LISBOA03	no deadline	no deadline	May 31st	October 31st

2. I ROMA01 will send its decision about acceptance to nominated students within five weeks upon receipt of nominations.

3. A Transcript of Records will be issued by I ROMA01 no later than five weeks after student departure.

## Partner remarks

P LISBOA03 will send its decision within 4 [minimum] weeks after receiving the application documents. A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished.

## Information

### 1. Grading systems of the institutions

Institution [Erasmus code]	Information
I ROMA01	I ROMA01 Assessment are expressed in grades calculated on a scale of 0 - 30 for the examinations with the possibility of awarding 'cum laude'. Pass grade and lowest mark for examinations is 18, maximum grade is 30 cum laude. The ECTS grading table of I ROMA01 prepared according the most recent version of the ECTS GUIDE is available at the following page: <a href="http://www.uniroma1.it/sites/default/files/allegati/ECTS-Grade-Conversion-Scale_Sapienza_20130308_6.pdf">http://www.uniroma1.it/sites/default/files/allegati/ECTS-Grade-Conversion-Scale_Sapienza_20130308_6.pdf</a>
P LISBOA03	<a href="http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf">http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf</a>

### 2. Visa

I ROMA01 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 are provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
I ROMA01	Erasmus Office Incoming Student Phone number:+39 06 4991 2806 e-mail address: spi@uniroma1.it	<a href="http://en.uniroma1.it/study-us/visiting-and-exchange-students/erasmus">http://en.uniroma1.it/study-us/visiting-and-exchange-students/erasmus</a>
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors</a>

### Partner remarks

### 3. Insurance

I ROMA01 will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

I ROMA01 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
I ROMA01	Erasmus Office Incoming Student Phone number:+39 06 4991 2806 e-mail address: spi@uniroma1.it	<a href="http://en.uniroma1.it/study-us/visiting-and-exchange-students/erasmus">http://en.uniroma1.it/study-us/visiting-and-exchange-students/erasmus</a>
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	All students enrolled in P LISBOA03 are covered by an accident and third party liability insurance: ( <a href="http://www.fct.unl.pt/sites/default/files/documentos/estudante/informacao_academica/Seguro%20Escolar/Generali_apoliceSegAlunos_013.pdf">http://www.fct.unl.pt/sites/default/files/documentos/estudante/informacao_academica/Seguro%20Escolar/Generali_apoliceSegAlunos_013.pdf</a> ). 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.

### Partner remarks

### 4. Housing

I ROMA01 will guide incoming 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
I ROMA01	info@esn-roma.it	<a href="http://www.esn-roma.it/component/content/article/58-progetto-casa/122-progetto-casa-eng.html">http://www.esn-roma.it/component/content/article/58-progetto-casa/122-progetto-casa-eng.html</a>  <a href="http://en.uniroma1.it/campus-life/life-rome/accommodation-0">http://en.uniroma1.it/campus-life/life-rome/accommodation-0</a>
P LISBOA03	'Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	<a href="http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms">http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms</a>

### Partner remarks