



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 details⁴ (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. Ana Paula Silva Email: apfs@fct.unl.pt Tel.: + 351 21 294 83 00 -----	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.

		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
UNIVERSITATEA POLITEHNICA DIN BUCURESTI	RO BUCURES11	ERASMUS Institutional Coordinator: Prof. dr. ing. Mircea EREMIA, University POLITEHNICA of Bucharest, Erasmus Office, R401, 313 Splaiul Independentei, Bucharest, RO-060042, ROMANIA Email: socrates@rectorat.pub.ro Tel. +40 21 4029284 Fax. +40 21 3181028 Faculty Coordinator: Prof. dr. ing. Victor GEANTA, University POLITEHNICA of Bucharest, Faculty of Material Science and Engineering, 313 Splaiul Independentei, Bucharest, RO-060042, ROMANIA Email: victorgeanta@yahoo.com Tel. +40 21 4029521 Fax. +40 21 4104715	www.upb.ro http://www.upb.ro/en/llp-program-erasmus.html http://ing.pub.ro/engleza/studii.html

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 *

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>)

P LISBOA03	RO BUCURES11	07	Engineering, Manufacturing and Construction	2 nd	1 * 6	TBD
RO BUCURES11	P LISBOA03	07	Engineering, Manufacturing and Construction	2 nd	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	RO BUCURES11	052	Environment	João Joanaz de Melo * 8h	---
		0532	Earth Sciences	Ana Paula Silva * 8h	---
		0532	Earth Sciences	Maria Manuela Simões * 8h	---
		0722	Materials (glass, paper, plastic and wood)	Lucelinda Cunha * 8h	
RO BUCURES11	P LISBOA03	0715	Mechanics and Metal trades	Ionela Voiculescu * 8h	---
		0722	Materials (glass, paper, plastic and wood)	Victor Geanta, Radu Stefanoiu * 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	Optional:	Language	Language	Recommended language of
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institution [Erasmus code]	Subject area	of instruction 1	of instruction 2	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)		
RO BUCURES11		English	French/German		

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.]

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
RO BUCURES11	June 30 th	November 30 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*

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>

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

At **P LISBOA03**

Please click:

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

At **RO BUCURES11**

Description of the institutional grading system:

Individual course are graded on a scale of 1-10;

1-4 = fail;

5 = sufficient;

6 = satisfactory;

7-8 = good;

9 = very good;

10 = excellent.

The maximum final university grade is 10.

Language courses and laboratories are usually graded as "Approved", if passed.

ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

ECTS Grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	9	VERY GOOD - above the average standard but with some errors
C	7-8	GOOD - generally sound work with a number of notable errors
D	6	SATISFACTORY - fair but with significant shortcomings
E	5	SUFFICIENT - performance meets the minimum criteria

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
RO BUCURES11	Email: socrates@rectorat.pub.ro Tel. +40 21 4029284	http://www.upb.ro/en/llp-program-erasmus.html

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	
RO BUCURES11	Email: socrates@rectorat.pub.ro Tel. +40 21 4029284	http://www.upb.ro/en/llp-program-erasmus.html



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
RO BUCURES11	Email: socrates@rectorat.pub.ro Tel. +40 21 4029284	http://www.upb.ro/en/llp-program-erasmus.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature⁷
P LISBOA03	Institutional Coordinator, Prof. José Esteves Pereira	20/05/2014	
RO BUCURES11	Prof. dr. ing. Mircea EREMIA ERASMUS Institutional Coordinator	18.12.2013	

⁷ Scanned signatures are accepted