



Erasmus+ Programme

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

Inter-institutional agreement 2014/2015-2020/2021¹ 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 ² (email, phone)	Website (eg. of the course catalogue)
Montanuniversitaet Leoben	A LEOBEN01	Institutional Coordinator Peter MOSER Anja ZARFL Tel : (+43) 3842 402 7201 Email : Anja.Zarfl@unileoben.ac.at	www.unileoben.ac.at
Universidade de Lisboa	P LISBOA 109	Unit of International Academic Programmes internacional@ulisboa.pt +351 210 113 482/+351 210 170 196 Faculty of Sciences Mobility Office Ana Matos internacional@fc.ul.pt +351 21750 0443	www.ulisboa.pt http://www.fc.ul.pt/pt/cursos?refer=3

¹ Higher Education Institutions have to agree on the period of validity of this agreement

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers³ per 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 ³]	Student Mobility for Traineeships *
P LISBOA 109	A LEOBEN01	07	Engineering	1 st , 2 nd , 3 rd	10 (2 students)	-
A LEOBEN01	P LISBOA 109	07	Engineering	1 st , 2 nd , 3 rd	10 (2 students)	-

[*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 ³]	Staff Mobility for Training *
P LISBOA 109	A LEOBEN01	07	Engineering	5 hours	
A LEOBEN01	P LISBOA 109	07	Engineering	5 hours	

³ 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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
A LEOBEN 01		German	English	B2	B2
P LISBOA 109	Geology	Portuguese	English (MSc)*	B1	

*Postgraduate or Master programmes courses may be lectured in English in case there are non Portuguese speaking students in class.

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

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
A LEOBEN01	15 th June	30 th October
P LISBOA109	June, 30 th	October, 31 st

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

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.
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

⁴ 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>

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

"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

A LEOBEN01:

Mark	Result
1	Excellent
2	Good
3	Satisfactory
4	Sufficient
5	Unsatisfactory
Successfully completed	Positive performance
Not completed	Negative performance

P LISBOA109 (FCUL): The Portuguese grading system expresses itself in values between 0 and 20, being 10 the minimum grade for approval.

ECTS Grade	Portuguese Grade
A	18-20
B	16-17
C	14-15
D	10-13
F/FX	Fail

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
A LEOBEN01	International Office, Anja Zarfl +43 3842 402 7201 anja.zarfl@unileoben.ac.at	www.unileoben.ac.at/ir
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/

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.

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
A LEOBEN01	International Office, Anja Zarfl +43 3842 402 7201 anja.zarfl@unileoben.ac.at	www.unileoben.ac.at/ir
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/



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
A LEOBEN01	International Office, Anja Zarfl +43 3842 402 7201 anja.zarfl@unileoben.ac.at	www.unileoben.ac.at/ir
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
A LEOBEN01	Prof. Peter Moser Vice-Rector	31/1/14	
P LISBOA109	Prof. José Manuel Pinto Paixão The Director of the Faculty of Sciences	28.01.2014	

⁵ Scanned signatures are accepted