



# Erasmus+ Programme

## Key Action 1

### – Mobility for learners and staff – Higher Education Student and Staff Mobility

## Inter-institutional agreement 2018-2020/21 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 (email, phone)	Website (eg. of the course catalogue)
<b>UNIVERSIDADE DE LISBOA</b>	PT LISBOA109	<u>International Officer</u> Ana Matos Faculdade de Ciências da Universidade de Lisboa Campo Grande, Ed. C4, 1749-016 Lisboa · Portugal T (+351) 217 500 443   Ext. 24115 internacional@ciencias.ulisboa.pt <u>Institutional Coordinator</u> Prof. Ana Paula Paiva appaiva@fc.ul.pt <u>Departmental Coordinator</u> Prof. Ana Paula Paiva (Chemistry) <a href="mailto:appaiva@fc.ul.pt">appaiva@fc.ul.pt</a> Prof. Maria Luísa Serralheiro <a href="mailto:mlserralheiro@fc.ul.pt">mlserralheiro@fc.ul.pt</a> (Biochemistry)	<a href="https://ciencias.ulisboa.pt/pt/oferta-formativa">https://ciencias.ulisboa.pt/pt/oferta-formativa</a>
<b>RUHR-UNIVERSITÄT BOCHUM (RUB)</b>	D BOCHUM01	<u>Institutional Coordinator</u> Ms Jutta SCHMID International Office Phone +49 234 32 28763 Fax +49 234 32 14684 Email <a href="mailto:international@rub.de">international@rub.de</a> <u>Departmental Coordinator</u> Prof. Anjana Devi Faculty of Chemistry and Biochemistry <a href="mailto:Anjana.devi@rub.de">Anjana.devi@rub.de</a>	<a href="http://international.rub.de/gaststudis/programme/index.html.en">http://international.rub.de/gaststudis/programme/index.html.en</a>  <a href="http://www.chemie.rub.de/index.html.en">http://www.chemie.rub.de/index.html.en</a>

## B. Mobility numbers per 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods
					Student Mobility for Studies <i>[total number of months of the study periods]</i>
PT LISBOA109	D BOCHUM01	0531 0512	Chemistry Biochemistry	2 <sup>nd</sup>	2 students / (max.) 12 months each 2 students / (max.) 12 months each
D BOCHUM01	PT LISBOA109	0531 0512	Chemistry Biochemistry	2 <sup>nd</sup>	2 students / (max.) 12 months each 2 students / (max.) 12 months each

### 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 <i>[total number of days of teaching periods]</i>	Staff Mobility for Training
PT LISBOA109	D BOCHUM01	0531	Chemistry	1 person / 5 days	
D BOCHUM01	PT LISBOA109	0531	Chemistry	1 person / 5 days	

## 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	
				Student Mobility for Studies	Staff Mobility for Teaching
PT LISBOA109	Chemistry Biochemistry	Portuguese	English (*)	B1	English B2
D BOCHUM01		German	English	B1/B2	To be defined by academic partners

(\*) **At the Faculty of Sciences of the University of Lisbon**, 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

**PT LISBOA109:** For further information regarding application procedure, academic calendar and other organisational aspects go to <https://ciencias.ulisboa.pt/en/erasmus>

The University of Lisbon welcomes students and staff with disabilities. Further information is available at: <https://ciencias.ulisboa.pt/en/students-with-special-educational-needs>

**D BOCHUM01:** For further information regarding application procedure, academic calendar and other organisational aspects go to <http://international.rub.de/gaststudis/index.html.en>.

Orientation course/days including German language class for incoming students; international welcome, international semester programme including trips and cultural events.

The university welcomes students and staff with disabilities and offers the necessary facilities and support. Useful information: <http://www.akafoe.de/inklusion/>

## E. Calendar

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

Receiving institution[Erasmus code]	Autumn term [month]	Spring term [month]
PT LISBOA109	30 June	31 October
D BOCHUM01	15 June	15 December

2. The receiving institution will send its decision within 5 weeks.
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.
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. 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

#### **PT LISBOA109**

The Portuguese grading system expresses itself in values between 0 and 20, being 10 the minimum grade for approval.

#### **D BOCHUM01**

The grading scheme usually comprises five levels (with numerical equivalents, intermediate grades may be given):

"Sehr Gut" (1)	= Excellent/Very Good;
"Gut" (2)	= Good;
"Befriedigend" (3)	= Satisfactory;
"Ausreichend" (4)	= Sufficient;
"Nichtausreichend" (5)	= Non-Sufficient/Fail

The minimum passing grade is "Ausreichend" (4).

Some departments at RUB use grades given in percentage (100-0) or grade points (18-0).

## 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
PT LISBOA109	internacional@ciencias.ulisboa.pt +351 21750 0443	<a href="https://www.ulisboa.pt/en/info/practical-information-0">https://www.ulisboa.pt/en/info/practical-information-0</a>
D BOCHUM01	International Office  Phone: +49 234 32 22199- Fax: +49 234 32 14684- Email: <a href="mailto:international@rub.de">international@rub.de</a>	<a href="http://international.rub.de/rubiss/start/">http://international.rub.de/rubiss/start/</a>

## 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
PT LISBOA109	internacional@ciencias.ulisboa.pt +351 21750 0443	<a href="https://ciencias.ulisboa.pt/pt/erasmus">https://ciencias.ulisboa.pt/pt/erasmus</a> At the Faculty of Sciences of the University of Lisbon, incoming students are covered by the School Insurance.
D BOCHUM01	International Office  Phone: +49 234 32 22199- Fax: +49 234 32 14684- Email: <a href="mailto:international@rub.de">international@rub.de</a>	<a href="http://international.rub.de/gaststudis/gastbewerber.html.en">http://international.rub.de/gaststudis/gastbewerber.html.en</a>

## 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
PT LISBOA109	internacional@ciencias.ulisboa.pt +351 21750 0443	<a href="https://ciencias.ulisboa.pt/en/accommodation">https://ciencias.ulisboa.pt/en/accommodation</a>
D BOCHUM01	Ms Gundra Stückrath Phone: +49 234 32 28020- Fax: +49 234 32 14684- Email: <a href="mailto:Gundra.Stueckrath@uv.rub.de">Gundra.Stueckrath@uv.rub.de</a>	<a href="http://international.rub.de/gaststudis/accommodation/index.html.en">http://international.rub.de/gaststudis/accommodation/index.html.en</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>1</sup>
PT LISBOA109	Prof. José Artur Martinho Simões  The Director of the Faculty of Sciences	16.02.2018	
D BOCHUM01	Jutta SCHMID  <i>Erasmus+ Institutional Coordinator</i>	21/2/2018	

<sup>1</sup>Scanned signatures are accepted