



Erasmus + Programme

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

Inter-institutional agreement 2014-2021 **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

Universidade de Lisboa (FCUL)	P LISBOA109	Institutional Erasmus Coordinator Gabinete de Mobilidade, Estágios e Inserção Profissional / Unidade de Serviços Académicos International Relations Office Faculdade de Ciências da Universidade de Lisboa Edif. C5, sala 5.3.04 Campo Grande 1749-016 - Lisboa, Portugal Tel.: (+351) 21 750 0443 (extensão interna: 25304) Fax: (+351) 21 750 0162	http://www.fc.ul.pt http://www.fc.ul.pt/pt/cursos?refer=3
Bremen University of Applied Sciences	D BREMEN 04	Institutional Erasmus Coordinator Ilka Knippel Neustadtswall 30, 28199 Bremen Phone: +49 421 5905 4135 Fax: +49 421 5905 4109 Email: Ilka.Knippel@hs-bremen.de Faculty Erasmus Coordinator Sandra Conrad-Juhls Faculty 5 Nature and Technology Neustadtswall 30 28199 Bremen Phone: + 49 421 5905 3524	www.hs-bremen.de

		Fax: +49 421 5905 3505 Email: Sandra.Conrad-Juhls@hs-bremen.de Departmental Coordinator in Applied Biology Prof. Dr. Tilman Achstetter Phone: +49 421 5905 4267 Fax: +49 421 5905 4261 Tilman.Achstetter@hs-bremen.de	
--	--	---	--

B. Mobility numbers¹ 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.]

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 *
P LISBOA109	D BREMEN 04	051	Biology	1 st /2 nd	2 (12)	
D BREMEN 04	P LISBOA109	051	Biology	1 st /2 nd	2 (12)	

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 LISBOA109	D BREMEN 04	051	Biology	1	1
D BREMEN 04	P LISBOA109	051	Biology	1	1

¹ 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]	Sending institution	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA109	D BREMEN 04	Portuguese	English *	B1	B2
D BREMEN 04	P LISBOA109	English	German	B2	A1

* Except for Projects, classes are taught in Portuguese. However students may receive support in English (Bibliography and evaluation).

For more details on the language of instruction recommendations, see the course catalogue of each institution.

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]
P LISBOA109	June, 30	October, 31
D BREMEN 04	June 1st	January 15th

2. The receiving institution will send its decision within **4** weeks.
The Faculty of Sciences of the University of Lisbon will send its decision within **6** 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

This agreement will take effect in the **2014** academic year being valid for a period of 6 years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set

out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 2020 +1. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.
- II. Termination of the agreement will not be penalised.

"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

Bremen University of Applied Sciences uses the following grading system:

1.0 - 1.5	1.6 - 2.5	2.6 - 3.5	3.6 - 4.0	more than 4.0
excellent (sehr gut)	good (gut)	satisfactory (befriedigend)	sufficient (ausreichend)	insufficient (nicht ausreichend)

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

Internet: <http://www.fc.ul.pt/node/2036>

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
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/
D BREMEN 04	International Office Andrea Thode Christiane Sgonina Phone: +49 421 5905 2148/ - 2160 Fax: +49 421 5905 2644 Email: Andrea.Thode@hs-bremen.de Christiane.Sgonina@hs-bremen.de	https://distributed-campus.org/study-app/portal/language/en http://www.hs-bremen.de/internet/en/international/office/incomings/bachelor/to-do-bachelor/Visum/

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
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/
D BREMEN 04	International Office Andrea Thode Christiane Sgonina Phone: +49 421 5905 2148/ - 2160 Fax: +49 421 5905 2644 Email: Andrea.Thode@hs-bremen.de Christiane.Sgonina@hs-bremen.de	https://distributed-campus.org/study-app/portal/language/en http://www.hs-bremen.de/internet/en/international/office/incomings/bachelor/to-do-bachelor/kv/

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 LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/
D BREMEN 04	International Office Andrea Thode Christiane Sgonina Phone: +49 421 5905 2148/ - 2160 Fax: +49 421 5905 2644 Email: Andrea.Thode@hs-bremen.de Christiane.Sgonina@hs-bremen.de	http://www.hs-bremen.de/internet/en/international/office/incomings/bachelor/to-do-bachelor/sonstiges/

g. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
P LISBOA109	Prof. José Manuel Pinto Paixão, The Director of the Faculty of Sciences	11.02.2014	
D BREMEN 04	Ilka Knippel Institutional Erasmus coordinator	12.02. 2014	

² Scanned signatures are accepted