



## Erasmus+ Programme

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

#### Inter-institutional agreement 2014-2021

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	Contact details (email, phone)	Website
Universität Flensburg	D FLENSBU01	Administrative Contact Lucila Morales de Mittag International Center Auf dem Campus 1, 24943 Flensburg, Germany Tel.: +49 461 805 2776 Fax: +49 461 805 2775 <a href="mailto:lucila@uni-flensburg.de">lucila@uni-flensburg.de</a>  Departmental Coordinator Prof. Olaf Hohmeyer Tel.: +49 461 805 2533 <a href="mailto:hohmeyer@uni-flensburg.de">hohmeyer@uni-flensburg.de</a>	<a href="http://www.uni-flensburg.de">www.uni-flensburg.de</a>
Universidade de Lisboa	P LISBOA109	Ana Matos Faculty of Sciences Mobility Office, Campo Grande, 1749-016, Lisboa, Portugal <a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443  Departmental coordinator : Prof. Fátima Sousa <a href="mailto:fsousa@fc.ul.pt">fsousa@fc.ul.pt</a>	<a href="http://www.fc.ul.pt/pt/cursos?refer=3">http://www.fc.ul.pt/pt/cursos?refer=3</a>

## B. Mobility numbers per academic year

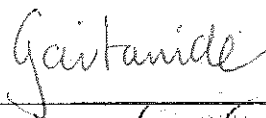

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

FROM	TO	Subject area code [ISCED]	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies Number of students / total months	Student Mobility for Traineeships
D FLENSBU01	P LISBOA109	0521	Environmental sciences	2 <sup>nd</sup>	2/12	
P LISBOA109	D FLENSBU01	0521	Environmental sciences	2 <sup>nd</sup>	2/12	

FROM	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching Number of staff / total days	Staff Mobility for Training Number of staff / total days
D FLENSBU01	P LISBOA109	0521	Environmental sciences	1/5	1/5
P LISBOA109	D FLENSBU01	0521	Environmental sciences	1/5	1/5

C. For all additional information see attached Institutional Factsheet

D. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>1</sup>
D FLENSBU01	<b>Prof. Charlotte Gaitanides</b> Vice-President for European and International Affairs	6/2/14	
P LISBOA109	<b>Prof. José Manuel Pinto Paixão,</b> The Director of the Faculty of Sciences	29.01.14	



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

# Annex to Erasmus+ Inter-Institutional Agreement

## Institutional Factsheet



### 1. Institutional Information

#### 1.1. Institutional details

<b>Name of the institution</b>	Universität Flensburg
Erasmus Code	D FLENSBU01
EUC	28758
Institution website	<a href="http://www.uni-flensburg.de">www.uni-flensburg.de</a>
Online course catalogue	<a href="http://www.uni-flensburg.de/go/dokumente/vv/">http://www.uni-flensburg.de/go/dokumente/vv/</a>

#### 1.2. Main contacts

<b>Contact person</b>	Ulrike Bischoff-Parker
<b>Responsibility</b>	Erasmus Institutional Coordinator
<b>Contact details</b>	<a href="mailto:int-center@uni-flensburg.de">int-center@uni-flensburg.de</a>

<b>Contact person</b>	Lucila Morales de Mittag
<b>Responsibility</b>	International Coordinator
<b>Contact details</b>	<a href="mailto:int-center@uni-flensburg.de">int-center@uni-flensburg.de</a>

<b>Contact person</b>	Yvonne Cropp
<b>Responsibility</b>	Administrative Support
<b>Contact details</b>	<a href="mailto:int-center@uni-flensburg.de">int-center@uni-flensburg.de</a>

### 2. Detailed requirements and additional information

#### 2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	German, English	B2
Staff mobility	Any	German, English	B2

#### Additional requirements/information

The university welcomes students and staff with disabilities and offers the necessary facilities and support.

## 2.2. Calendar

### 2.2.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

<b>Autumn term</b>	Nomination: 1. April, Application: 1. April – 1. June
<b>Spring term</b>	Nomination: 1. October, Application: 1. October – 1. December

### 2.2.2. Decision Response

We will send our decision within 2 weeks.

### 2.2.3. Transcripts of Records

A Transcript of Records will be issued no later than 2 weeks after the assessment period has finished at the respective department.

### 2.2.4. Termination of 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."

## 3. Additional information

### 3.1. Grading system

The University of Flensburg follows the ECTS system. An average course load has 30 credit points per semester. Student performance is normally evaluated with a grade.

1,0 - 1,3	excellent (sehr gut)
1,7 – 2,0 - 2,3	good (gut)
2,7 – 3,0 - 3,3	fair (befriedigend)
3,7 - 4,0	satisfactory (ausreichend)
4,3- 5,0	Failed (ungenügend)
B	Ungraded - Pass (bestanden)
NB	Not passed (nicht bestanden)

### 3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

<b>Contact</b>	International Center
<b>Contact details</b>	<a href="mailto:int-center@uni-flensburg.de">int-center@uni-flensburg.de</a>
<b>Website</b>	<a href="http://www.uni-flensburg.de/international/international-students/general-information/">www.uni-flensburg.de/international/international-students/general-information/</a>

### 3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

<b>Contact</b>	International Center
<b>Contact details</b>	<a href="mailto:int-center@uni-flensburg.de">int-center@uni-flensburg.de</a>
<b>Website</b>	<a href="http://www.uni-flensburg.de/international/international-students/general-information/">www.uni-flensburg.de/international/international-students/general-information/</a>

### 3.4. Housing

Our institution will guide incoming student/staff 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:

<b>Contact person</b>	Studentenwerk Schleswig-Holstein
<b>Responsibility</b>	Student Housing Administration
<b>Contact details</b>	Steenbeker Weg 20 D-24106 Kiel Tel.: +49-431-8816-317
<b>Website</b>	<a href="http://www.studentenwerk-s-h.de/seiten_wohnen/wohnen_welcome_engl.html">http://www.studentenwerk-s-h.de/seiten_wohnen/wohnen_welcome_engl.html</a>