



# Erasmus+ Programme

## Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

## Inter-institutional agreement 2018-2019 / 2020-2021

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

Name of the institution <small>(if applicable, name of the contact person)</small>	Erasmus code	Contact details <small>(if applicable, name of the contact person)</small>	Website <small>(if applicable, name of the contact person)</small>
<b>Universidade de Lisboa</b> Faculdade de Ciências	<b>P LISBOA109</b>	<b>International Officer</b> 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 <b><u>Institutional and Departmental Coordinator</u></b> Prof. Ana Paula Paiva appaiva@fc.ul.pt	<a href="https://ciencias.ulisboa.pt/en/educational-offer-0">https://ciencias.ulisboa.pt/en/educational-offer-0</a>
<b>Université d'Artois</b>  28512-EPP-1-2014-1-FR-EPPKA3-ECHE  Institutional coordinator  Administrative contact	<b>F ARRAS12</b>	<b>Service de Relations Internationales,</b> 9 rue du Temple, BP 10665, F-62030, ARRAS cedex France  Prof. Ahmed EL KALADI, <a href="mailto:sri@univ-artois.fr">sri@univ-artois.fr</a>  Manon Benaouda, <a href="mailto:manon.benaouda@univ-artois.fr">manon.benaouda@univ-artois.fr</a> tel. +33(0)321606185	<a href="http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois">http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois</a>

Academic contacts		<p><i>(Students from Artois)</i>  <b>IUT de Béthune, Département de Chimie</b>  1230 rue de l'Université – BP 819 –  62408 Béthune cedex, France  <b>Departmental coordinator :</b>  Prof. Yannick VANHOVE,  <a href="mailto:yannick.vanhove@univ-artois.fr">yannick.vanhove@univ-artois.fr</a></p> <p><i>(Students from Artois and to Artois)</i>  <b>Faculté des Sciences</b>  Faculté des sciences "Jean Perrin"  Rue Jean Souvraz - SP 18  62307 LENS CEDEX, France  <b>Departmental coordinator :</b>  Prof. Sébastien TILLOY,  <a href="mailto:sebastien.tilloy@univ-artois.fr">sebastien.tilloy@univ-artois.fr</a></p> <p>Agreement's promoter  Prof. FERREIRA Michel  <a href="mailto:michel.ferreira@univ-artois.fr">michel.ferreira@univ-artois.fr</a>  IUT de Béthune, Département de Chimie</p>	<p><a href="http://formations.univ-artois.fr/cdm33rc2/ws?cmd=getLastCatalog&amp;redirect=voir_default_program&amp;recherche=0&amp;oidProgramAnnexe=">http://formations.univ-artois.fr/cdm33rc2/ws?cmd=getLastCatalog&amp;redirect=voir_default_program&amp;recherche=0&amp;oidProgramAnnexe=</a></p>
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**B. Mobility numbers<sup>1</sup> 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 (Institution code of the sending institution)	TO (Institution 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 (number of students * number of months of the study periods :)  Student Mobility for Traineeships (S : )
P LISBOA109	F ARRAS12	0531	Chemistry	1 <sup>st</sup>	3*5 months (at Faculté Sciences)

<sup>1</sup> 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>

<b>F ARRAS12</b>	<b>P LISBOA109</b>	0531	Chemistry	Short, 1 <sup>st</sup>	3*3 to 4 months (2*3 months IUT Béthune / 1*4 months Faculté Sciences)
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*\*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. Traineeships must be organized through specific and individual traineeship agreements.*

*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 ~]  Staff Mobility for Training
<b>P LISBOA109</b>	<b>F ARRAS12</b>	0531	Chemistry	2*5 days
<b>F ARRAS12</b>	<b>P LISBOA109</b>	0531	Chemistry	2*5 days (1*5 days IUT Béthune / 1*5days Faculté Sciences)

*\*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. Traineeships must be organized through specific and individual traineeship agreements.*

*Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.*

### 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 Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
<b>P LISBOA109</b>	0531	Portuguese	English (*)	B1	B2
<b>F ARRAS12</b>	0531	French		B1	B2

*(\*) 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 Lisboa welcomes students and staff with disabilities. Further information is available at: <https://ciencias.ulisboa.pt/en/students-with-special-educational-needs>

#### **F ARRAS12:**

Incoming students and staff must follow the relevant application procedure of Artois University and organisation of their stay: <http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois>

Incoming participants commit to be fully covered for their health and safety during their stay in Artois University (liability insurance, medical insurance, personal accident insurance, repatriation insurance).

Artois University has the necessary infrastructure to welcome students and staff with disabilities: <http://www.univ-artois.fr/Vie-etudiante/accueil-des-etudiants-en-situation-de-handicap>

#### E. Calendar

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

Receiving institution	Application deadline	Start date
<b>P LISBOA109</b>	30 <sup>th</sup> June	31 <sup>st</sup> October
<b>F ARRAS12</b>	31 <sup>st</sup> May	31 <sup>st</sup> October

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

2. **P LISBOA109:** The receiving institution will send its decision within 6 weeks / **F ARRAS12:** The receiving institution will send its decision within 6 weeks.
3. **P LISBOA109:** A Transcript of Records will be issued by the receiving institution. It should be no later than 5 weeks after the mobility ended / **F ARRAS12:** A Transcript of Records will be issued by the receiving institution. It should be no later than 5 weeks after the mobility ended.
4. In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior to the date of notification must be admitted by the receiving institution.* Neither the European Commission nor the National Agencies can be held responsible in case of a conflict. This agreement is binding subject to obtaining the Erasmus University Charter 2014-2020 by each partner institution.

#### F. Information

### 1. Grading systems of the institutions

Grading scale used by Université d'Artois **F ARRAS12**:

Study grading scale at F ARRAS12: <http://www.univ-artois.fr/International/Etudier-a-l-Universite-d-Artois/A-votre-arrivee/Inscription-pedagogique>

Grading scale used by Universidade de Lisboa **P LISBOA109**:

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

### 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
<b>PT LISBOA109</b>	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>
<b>F ARRAS12</b>	Ms Betty PAUL incoming-exchange@univ-artois.fr betty.paul@univ-artois.fr Phone : (+33) 3 21 60 38 68	<a href="http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/avant-votre-depart/visa">http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/avant-votre-depart/visa</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
<b>P LISBOA109</b>	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.
<b>F ARRAS12</b>	Ms Betty PAUL incoming-exchange@univ-artois.fr betty.paul@univ-artois.fr Phone : (+33) 3 21 60 38 68	<a href="http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/a-votre-arrivee/Inscription-administrative">http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/a-votre-arrivee/Inscription-administrative</a>

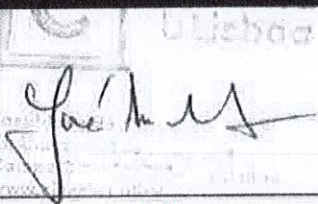
#### 4. Housing

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
<b>P LISBOA109</b>	internacional@ciencias.ulisboa.pt +351 21750 0443	<a href="https://ciencias.ulisboa.pt/en/accommodation">https://ciencias.ulisboa.pt/en/accommodation</a>
<b>F ARRAS12</b>	Ms Betty PAUL incoming-exchange@univ- artois.fr betty.paul@univ- artois.fr Phone : (+33) 3 21 60 38 68	<a href="http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/avant-votre-depart/logement">http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/avant-votre-depart/logement</a>

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

Institution [Erasmus code]	Name, function	Date	Signature
<b>P LISBOA109</b>	Prof. José Artur Martinho Simões The Director of the Faculty of Sciences	16.02.2018	
<b>F ARRAS12</b>	Prof. Pasquale MAMMONE, President	26 FEB. 2018	