# Erasmus+ Programme

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

## Inter-institutional agreement 2015-2021
between programme countries

[Minimum requirements]

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

<table>
<thead>
<tr>
<th>Name of the institution (and department, where relevant)</th>
<th>Erasmus code</th>
<th>Contact details (email, phone)</th>
<th>Website (eg. of the course catalogue)</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIVERSIDADE LISboa109</td>
<td>P LISBOA109</td>
<td>Ana Matos Faculty of Sciences</td>
<td><a href="http://www.ulisboa.pt">www.ulisboa.pt</a></td>
</tr>
</tbody>
</table>

---

1 Inter-institutional agreements can be signed by two or more higher education Institutions
2 Higher Education Institutions have to agree on the period of validity of this agreement
3 Clauses may be added to this template agreement to better reflect the nature of the Institutional partnership.
4 Contact details to reach the senior officer in charge of this agreement and of its possible updates.
B. Mobility numbers\(^5\) 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.

<table>
<thead>
<tr>
<th>FROM [Erasmus code of the sending institution]</th>
<th>TO [Erasmus code of the receiving institution]</th>
<th>Subject area code [ISCED]</th>
<th>Subject area name</th>
<th>Study cycle (short cycle, 1(^{st}), 2(^{nd}), 3(^{rd}))</th>
<th>Number of student mobility periods</th>
</tr>
</thead>
<tbody>
<tr>
<td>F LYON03</td>
<td>P LISBOA109</td>
<td>023</td>
<td>Philosophy</td>
<td>1(^{st}), 2(^{nd}), 3(^{rd})</td>
<td>2x10 months</td>
</tr>
<tr>
<td>P LISBOA109</td>
<td>F LYON03</td>
<td>023</td>
<td>Philosophy</td>
<td>1(^{st}), 2(^{nd}), 3(^{rd})</td>
<td>2x10 or 4x 5 months</td>
</tr>
</tbody>
</table>

[\(^5\)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.]

<table>
<thead>
<tr>
<th>FROM [Erasmus code of the sending institution]</th>
<th>TO [Erasmus code of the receiving institution]</th>
<th>Subject area code [ISCED]</th>
<th>Subject area name</th>
<th>Number of staff mobility periods</th>
</tr>
</thead>
<tbody>
<tr>
<td>F LYON03</td>
<td>P LISBOA109</td>
<td>023</td>
<td>Philosophy</td>
<td>Staff Mobility for Teaching</td>
</tr>
<tr>
<td>P LISBOA109</td>
<td>F LYON03</td>
<td>023</td>
<td>Philosophy</td>
<td>Staff Mobility for Training</td>
</tr>
</tbody>
</table>

\[1 x 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:

<table>
<thead>
<tr>
<th>Receiving institution</th>
<th>Optional</th>
<th>Language of instruction 1</th>
<th>Language of instruction 2</th>
<th>Recommended language of instruction level</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Erasmus code]</td>
<td>Subject area</td>
<td>French</td>
<td>English</td>
<td>See below</td>
</tr>
<tr>
<td>F LYON03</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P LISBOA109</td>
<td>022</td>
<td>Portuguese</td>
<td>English/French</td>
<td>B1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>B2</td>
</tr>
</tbody>
</table>

**F LYON03 Université Jean-Moulin Lyon3**

*Études Universitaires Françaises* (EUF) Program:
- CEUF: one semester
- DEUF: one full academic year

**SELF Program:** "Study in English, Lyon, France"

undergraduate level, 1st or 2nd semester only:

For students enrolled in a university of a country where English is not the official language:
- TOEFL IBT: overall score of 80 or higher with 20 at least for each section – only the official test will accepted (the local institutional version is not adequate)
- IELTS: overall score of 6.5 and 5 minimum at each section
- TOEIC including speaking, writing, listening and reading test: overall score of 740
- Cambridge Advanced: A/B
- Cambridge Proficiency: C minimum

Sufficient level to attend courses taught in French:
- Minimum level: B1

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

D. Additional requirements

**F LYON03:**


---

6For 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](http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr)
Liability insurance is mandatory for all foreign students.
Social security charges are mandatory for students (under 28 years of age) from out of European area.

E. Calendar

<table>
<thead>
<tr>
<th>Receiving institution [Erasmus code]</th>
<th>Autumn term* [month]</th>
<th>Spring term* [month]</th>
</tr>
</thead>
<tbody>
<tr>
<td>FLYON03</td>
<td>Nomination deadline:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>April 30th</td>
<td>Nomination deadline:</td>
</tr>
<tr>
<td></td>
<td>October 30th</td>
<td>October, 31st</td>
</tr>
<tr>
<td>P LISBOA109</td>
<td>June, 30th</td>
<td></td>
</tr>
</tbody>
</table>

2. The receiving institution will send its decision within 6 weeks after the application deadline.

FLYON03: The university Jean-Moulin Lyon 3 will send automatic e-mail describing enrolment information to each incoming student once nominated.

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

The above mentioned parties agree to cooperate in the following activities under the terms 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 cooperation agreement and will endeavour to carry out the agreement to best of their abilities. Cancellation of the agreement, additional activities and changes in mobility data can be made annually if communicated before October 1st. "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

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>DETAILS</th>
<th>WEBSITE</th>
</tr>
</thead>
<tbody>
<tr>
<td>FLYON03</td>
<td>Grade ECTS</td>
<td>French marks</td>
</tr>
<tr>
<td></td>
<td>A excellent</td>
<td>17,00 / 20</td>
</tr>
<tr>
<td></td>
<td>B very good</td>
<td>15,00 / 20</td>
</tr>
<tr>
<td></td>
<td>C good</td>
<td>13,00 / 20</td>
</tr>
<tr>
<td></td>
<td>D satisfactory</td>
<td>11,00 / 20</td>
</tr>
<tr>
<td></td>
<td>E sufficient</td>
<td>10,00 / 20</td>
</tr>
<tr>
<td></td>
<td>F insufficient/failure</td>
<td>8,00 / 20</td>
</tr>
<tr>
<td></td>
<td>F insufficient/failure</td>
<td>0 / 20</td>
</tr>
<tr>
<td></td>
<td>PASS - 10/20</td>
<td></td>
</tr>
</tbody>
</table>
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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
<tbody>
<tr>
<td>F LYON03</td>
<td>Immigration Office contact: <a href="mailto:michael.faure@univ-lyon3.fr">michael.faure@univ-lyon3.fr</a></td>
<td><a href="http://www.univ-lyon3.fr/fr/">http://www.univ-lyon3.fr/fr/</a> international/</td>
</tr>
<tr>
<td></td>
<td>Tel.: +33 4 78 78 71 04</td>
<td></td>
</tr>
<tr>
<td>P LISBOA109</td>
<td><a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a></td>
<td><a href="http://internacional.ulisboa.pt/">http://internacional.ulisboa.pt/</a></td>
</tr>
<tr>
<td></td>
<td>+351 21750 0443</td>
<td></td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
<tbody>
<tr>
<td>F LYON03</td>
<td>General incoming coordinator: Chantal ORTILHEZ</td>
<td></td>
</tr>
<tr>
<td></td>
<td>tel: +33 4 78 78 70 08</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:chantal.ortillez@univ-lyon3.fr">chantal.ortillez@univ-lyon3.fr</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Incoming &amp; outgoing students coordinator: Mireille Corticchiato</td>
<td></td>
</tr>
<tr>
<td></td>
<td><a href="mailto:mireille.corticchiato@univ-lyon3.fr">mireille.corticchiato@univ-lyon3.fr</a></td>
<td></td>
</tr>
<tr>
<td></td>
<td>tel: +33 4 78 78 70 71</td>
<td></td>
</tr>
</tbody>
</table>

NB: Liability insurance is mandatory for all foreign students.
Social security charges are mandatory for students (under 28 years of age) from out of European area.

P LISBOA109                | internacional@fc.ul.pt         | http://internacional.ulisboa.pt/ |
|                            | +351 21750 0443                |                         |
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:

<table>
<thead>
<tr>
<th>Institution (Erasmus code)</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
</table>
| FLYON03                  | General Incoming coordinator: Chantal ORTILLETZ  
tel :+ 33 4 78 78 70 08  
Email : chantal.ortillez@univ-lyon3.fr | http://www.univ-lyon3.fr/fr/international/venin-a-lyon-3/ |
| P LISBOA109              | internacional@fc.ul.pt  
+351 21750 0443 | http://internacional.ulisboa.pt/ |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

<table>
<thead>
<tr>
<th>Institution (Erasmus code)</th>
<th>Name, function</th>
<th>Date</th>
<th>Signature*</th>
</tr>
</thead>
<tbody>
<tr>
<td>FLYON03</td>
<td>Robert Sherratt Institutional Erasmus coordinator</td>
<td>16.9.2015</td>
<td>(Institutional stamp)</td>
</tr>
</tbody>
</table>
| P LISBOA109               | Prof. José Artur Martinho Simões  
The Director of the Faculty of Sciences | 28.04.2015 | (Institutional stamp) |

*Scanned signatures are accepted