



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021 between programme countries

[Minimum requirements]²

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 ³ (email, phone)	Website (eg. of the course catalogue)
Universidade de Lisboa Faculty of Sciences	P LISBOA109	Ana Matos Faculty of Sciences Mobility Office, Campo Grande, 1749-016, Lisboa, Portugal internacional@fc.ul.pt +351 21750 0443; +351 21750 0162 Departmental coordinator : Prof. Guilherme Carrilho da Graça gcgraca@fc.ul.pt	http://www.fc.ul.pt/ pt/cursos?refer=3
ECE PARIS- Graduate School of Engineering	F PARIS 222	Julie PIDELL – Director of International Relations Direct line: 00 33 1 82 53 98 90 International Dpt Line : 00 33 1 82 53 99 09 Fax : 00 33 1 42 22 59 02	http://www.ece.fr/sc hool-of- engineering/admissio ns/short-term- program- admissions/exchange

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		pidell@ece.fr Nicole GEYSKENS – Erasmus Coordinator Assistant LD / DL : 0(0 33) 1 82 53 98 80 – Fax : 0(0 33) 1 42 22 59 02 – geyskens@ece.fr	-admissions/ and ECE PARIS will publish on its website the various updated elements and complements as soon as possible
--	--	---	--

B. Mobility numbers⁴ 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	Student Mobility for Traineeships
P LISBOA10 9	F PARIS222	071	Energy and Environment al Engineering	2 nd	2x10=20	
F PARIS222	P LISBOA109	071	Energy and Environment al Engineering	2 nd	2x10=20	

⁴ 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>)

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	F PARIS222	071	To be defined	1x7	1x7
F PARIS222	P LISBOA109	071	To be defined	1x7	1x7

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA109	071	Portuguese	English (*)	B1	B2
F PARIS222	071	FRENCH	ENGLISH	FRENCH: B1 ENGLISH: B2	B2

(*) 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: <http://www.fc.ul.pt/pt/cursos?refer=3>

⁵ For 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>

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 th	October, 31 st
F PARIS222	May 1 st	November 1 st

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

2. The receiving institution 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.
4. Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. 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

Universidade de Lisboa, Faculty of Sciences (P LISBOA109): The **Portuguese grading system** expresses itself in values **between 0 and 20**, being 10 the minimum grade for approval. A= 18-20; B= 16-17; C=14-15; D=10-13; F=Fail

ECTS Grade	Portuguese Grade
A	18-20
B	16-17
C	14-15
D	10-13
F/FX	Fail

F PARIS 222:

European Credit transfer System (ECTS)

The European Credit Transfer and Accumulation System is a student-centred system based on the student workload required to achieve the objectives of a programme, objectives preferably specified in terms of the learning outcomes and competences to be acquired.

- ECTS is based on the principle that 60 credits measure the workload of a full-time student during one academic year. The student workload of a full-time study programme in Europe amounts in most cases to around 1500-1800 hours per year and in those cases one credit stands for around 25 to 30 working hours.
- Credits in ECTS can only be obtained after successful completion of the work required and appropriate assessment of the learning outcomes achieved. Learning outcomes are sets of competences, expressing what the student will know, understand or be able to do after completion of a process of learning, long or short.
- Student workload in ECTS consists of the time required to complete all planned learning activities such as attending lectures, seminars, independent and private study, preparation of projects, examinations, and so forth.
- Credits are allocated to all educational components of a study programme (such as modules, courses, placements, dissertation work, etc.) and reflect the quantity of work each component requires to achieve its specific objectives or learning outcomes in relation to the total quantity of work necessary to complete a full year of study successfully.
- The performance of the student is documented by a local/national grade. It is good practice to add an ECTS grade, in particular in case of credit transfer. The ECTS grading scale ranks the students on a statistical basis. Therefore, statistical data on student performance is a prerequisite for applying the ECTS grading system. Grades are assigned among students with a pass grade as follows:

A best 10%
B next 25%
C next 30%
D next 25%
E next 10%

A distinction is made between the grades FX and F that are used for unsuccessful students. FX means: "fail- some more work required to pass" and F means: "fail – considerable further work required". The inclusion of failure rates in the Transcript of Records is optional.

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/
F PARIS 222	Nicole GEYSKENS – Erasmus Coordinator Assistant LD / DL : 0(0 33) 1 82 53 98 80 – Fax : 0(0 33) 1 42 22 59 02 – geyskens@ece.fr	http://www.ece.fr/school-of-engineering/international/services/ and ECE PARIS will publish on its website the various updated elements and complements as soon as possible

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/
F PARIS 222	Nicole GEYSKENS – Erasmus Coordinator Assistant LD / DL : 0(0 33) 1 82 53 98 80 – Fax : 0(0 33) 1 42 22 59 02 – geyskens@ece.fr	http://www.ece.fr/school-of-engineering/international/services/ and ECE PARIS will publish on its website the various updated elements and complements as soon as possible

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/
F PARIS 222	Nicole GEYSKENS – Erasmus Coordinator Assistant LD / DL : 0(0 33) 1 82 53 98 80 – Fax : 0(0 33) 1 42 22 59 02 – geyskens@ece.fr	http://www.ece.fr/school-of-engineering/international/services/ and ECE PARIS will publish on its website the various updated elements and complements as soon as possible

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
P LISBOA109	Prof. José Artur Martinho Simões, The Director of the Faculty of Sciences	05.11.2014	
F PARIS 222	Julie PIDELL – Director of International Relations/ Erasmus Institutional Coordinator	04/11/2014	

⁶ Scanned signatures are accepted