



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2016-2021 between programme countries

#### [Minimum requirements]<sup>2</sup>

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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
Universidade de Lisboa Faculty of Sciences	P LISBOA109	Ana Matos Mobility Office Faculty of Sciences Campo Grande, 1749-016, Lisboa, Portugal <a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443	<a href="http://www.ulisboa.pt">www.ulisboa.pt</a> <a href="https://ciencias.ulisboa.pt/en/oferta-formativa-0">https://ciencias.ulisboa.pt/en/oferta-formativa-0</a>
Université Paul Sabatier Toulouse III	F TOULOUS03	<b>Mme Séverine Lor</b> , Head of European Office 118 route de Narbonne - Forum Louls Lareng- 1er étage - 31062 TOULOUSE Cedex 9 - France Tel: + 33.5.61.55.73.92; Fax: + 33.5.61.55.72.95 E-mail: <a href="mailto:severine.lor@adm.ups-tlse.fr">severine.lor@adm.ups-tlse.fr</a> <b>Claire Kammerer</b> , Coordinator in Chemistry Tel: (+33).5.67.52.43.52 <a href="mailto:claire.kammerer@cemes.fr">claire.kammerer@cemes.fr</a>	<a href="http://www.univ-tlse3.fr/">http://www.univ-tlse3.fr/</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

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

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

## B. Mobility numbers<sup>4</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
P LISBOA109	F TOULOUS03	0531	Chemistry	1st 2 <sup>nd</sup> 3 <sup>rd</sup>	2 x 6 mois	
F TOULOUS03	P LISBOA109	0531	Chemistry	1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup>	2 x 6 mois	

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	Staff Mobility for Training *
P LISBOA109	F TOULOUS03	0531	Chemistry	1 x 1 week	1 x 1 week
F TOULOUS03	P LISBOA109	0531	Chemistry	1 x 1 week	1 x 1 week

<sup>4</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>)

### 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 <sup>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA109		Portuguese	English (*)	B1	B2
F TOULOUS03		French	English	B2 (French)	B2 (English / French)

\* Postgraduate or Master programmes courses in Chemistry and Biochemistry 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: <https://ciencias.ulisboa.pt/en/oferta-formativa-0>

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

### D. Additional requirements

#### F TOULOUS03:

The main language of instruction in the University Paul Sabatier is french. Good written and oral Knowledge of French is necessary.

We also have a student association AEGEE which provides help to people with special needs to Integrate.

<sup>5</sup> 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>

## 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 <sup>th</sup>	October, 31 <sup>st</sup>
F TOULOUS03	31 May	15 November

*[\* 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 TOULOUS03

The receiving institutions will send their decisions within 4 weeks after deadline.

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.

Termination of this agreement or changes in the data set above can be amended annually, if communicated before December 1<sup>st</sup>. 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

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

### F TOULOUS03:

The French grading system is based mostly on a 20-point grading scale:

- 16-20: very good (*très bien*: TB)
- 14-15.9: good (*bien*: B)
- 12-13.9: satisfactory (*assez bien*: AB)
- 10-11.9: correct (*passable*)
- 0-9.9: fail (*insuffisant*)

## 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	<a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443	<a href="http://www.ulisboa.pt/en/inicio/mobility/practical-information/visas/">http://www.ulisboa.pt/en/inicio/mobility/practical-information/visas/</a>
F TOULOUS03	Rosemary Duchesne (FSI) <a href="mailto:rduchesne@adm.ups-tlse.fr">rduchesne@adm.ups-tlse.fr</a>	<a href="http://www.univ-tlse3.fr/77142189/0/fiche_pagelibre/&amp;RH=rub06&amp;RF=1353315303613">http://www.univ-tlse3.fr/77142189/0/fiche_pagelibre/&amp;RH=rub06&amp;RF=1353315303613</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
P LISBOA109	<a href="mailto:internacional@fc.ul.pt">internacional@fc.ul.pt</a> +351 21750 0443	<a href="http://www.ulisboa.pt/en/Inicio/mobility/practical-information/insurance/">http://www.ulisboa.pt/en/Inicio/mobility/practical-information/insurance/</a>  At the Faculty of Sciences students are covered by the School Insurance.

F TOULOUS 03	Romy Duchesne (FSI) <a href="mailto:rduchesne@adm.ups-tlse.fr">rduchesne@adm.ups-tlse.fr</a>	EU students mandatory to have the European Health card, private Insurance also highly recommended. It's obligatory to subscribe in France an insurance "responsabilité civile" for any accident or incident during studies or placements in France (about 16 €).  <a href="http://www.univ-tlse3.fr/77142189/0/fiche_pagelibre/&amp;RH=rub06&amp;RF=1353315303613">http://www.univ-tlse3.fr/77142189/0/fiche_pagelibre/&amp;RH=rub06&amp;RF=1353315303613</a>
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#### **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
P LISBOA10 9	<a href="mailto:Internacional@fc.ul.pt">Internacional@fc.ul.pt</a> +351 21750 0443	<a href="https://ciencias.ulisboa.pt/en/accommodation">https://ciencias.ulisboa.pt/en/accommodation</a>
F TOULOUS 03	Rosemary Duchesne <a href="mailto:rduchesne@adm.ups-tlse.fr">rduchesne@adm.ups-tlse.fr</a>	<a href="http://www.univ-tlse3.fr/77142189/0/fiche_pagelibre/&amp;RH=rub06&amp;RF=1353315303613">http://www.univ-tlse3.fr/77142189/0/fiche_pagelibre/&amp;RH=rub06&amp;RF=1353315303613</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
P LISBOA109	<b>Prof. José Artur Martinho Simões,</b> The Director of the Faculty of Sciences	22.03.2017	 <p>Faculdade de Ciências da Universidade de Lisboa Campo Grande 1749-016 Lisboa www.cienciasulisboa.pt</p>
F TOULOUS03	<b>Séverine Lor</b> Head of European Office	21/03/17	 <p>UNIVERSITE PAUL SABATIER TOULOUSE</p>

<sup>6</sup> Scanned signatures are accepted