



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Universita Degli Studi Di Napoli Federico II	I NAPOLI01	ERASMUS Office: Dr. Fernanda Nicotera, Institutional Coordinator Ufficio Relazioni Internazionali Corso Umberto I, 80138 Napoli Phone: +39 081 2537108 Fax: +39 081 2537110 fnicoter@unina.it Prof. Ezio Ricca Department of Structural and Functional Biology, Federico II University Via Cinthia 4, Complesso Monte S. Angelo, 80126 Naples, Italy Phone: + 39 081 679036 Fax: + 39 081 679233 ericca@unina.it	www.unina.it http://biologia.dip.unina.it/
Universidade de Lisboa Faculdade de Ciências	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 Biology Departmental coordinators: Eugénia Ribeiro (eribeiro@fc.ul.pt) Prof. Margarida Ramos (mmramos@fc.ul.pt)	http://www.fc.ul.pt/pt/cursos?refer=3

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 numbers⁵ 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 [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 [total number of months of the study periods or average duration*]
I NAPOLI01	P LISBOA109	051	Biotechnology, Biology	2 nd , 3 rd	1+1x5=10
P LISBOA109	I NAPOLI01	051	Biotechnology, Biology	2 nd , 3 rd	1+1x5=10

[*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.]

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 * [total number of days of teaching periods or average duration*]	
I NAPOLI01	P LISBOA109	051	Biology	1x5	-
P LISBOA109	I NAPOLI01	051	Biology	1x5	-

⁵ 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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I NAPOLI01		Italian	English	B1 Italian (no certification required)	B2 English/Italian (no certification required)
P LISBOA109	Biology	Portuguese		B1	

D. Additional requirements

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

I NAPOLI01

http://www.international.unina.it/contenuto.php?id_group=1&id_pag=2

<http://www.sinapsi.unina.it/home>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I NAPOLI01	June 30 th	December 15 th
P LISBOA 109	June, 30	October, 31

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*. Students are required to contact their academic coordinator at Bielefeld University about this as issue of transcript does not happen automatically.
4. Termination of the agreement

⁶ 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>

The agreement may be terminated by either party upon one academic year notice in writing. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

I NAPOLI01

2. The University of Naples Federico II does not send a formal acceptance letter. Only students whose candidatures are rejected will be informed within 5 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 University of Napoli Federico II. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

Application procedure:

[http://www.international.unina.it/contenuto.php?id_group=1&id_pag=2#before arrival](http://www.international.unina.it/contenuto.php?id_group=1&id_pag=2#before_arrival)

F. Information

1. Grading systems of the institutions

P LISBOA109 (FCUL): The Portuguese grading system expresses itself in values between 0 and 20, being 10 the minimum grade for approval.

Internet: <http://www.fc.ul.pt/node/2036>

I NAPOLI01

National Grading System

Each course is graded on a scale from 1 to 30, with 18 and 30 e lode (30 cum laude) as a minimum and maximum pass grade, respectively. Some exams can be evaluated by pass (superato o idoneo) or by sufficient (sufficiente), good (buono), excellent (eccellente o ottimo).

Credits (1 credit = 25 hours total work)

1 full academic year = 60 credits

1 semester = 30 credits

A percentage grading distribution will be provided to each Transcript of Records, according to the single class degree and the average of the last three years.

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
I NAPOLI01	Email: international@unina.it Phone: +39-081-2537108/101/579	
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/

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
I NAPOLI01	Email: international@unina.it Phone: +39-081-2537108/101/579	
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/



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
I NAPOLI01	Erasmus Point Naples Corso Umberto I, 132 – Napoli; Phone/fax +39081265622 Open from monday to friday from 9, 30 am to 6,30 pm; e-mail: erasmuspoint@libero.it info@erasmuspoint.net	www.erasmuspoint.net
P LISBOA109	internacional@fc.ul.pt +351 21750 0443	http://internacional.ulisboa.pt/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
I NAPOLI01	IL RETTORE Massimo Marrelli	IL PRORETTORE Gaetano Manfredi	
P LISBOA109	Prof. José Artur Martinho Simões, The Director of the Faculty of Sciences	17.05.2014	



⁷ Scanned signatures are accepted