



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2018/2021<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</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<br>(and department, where relevant) | Erasmus code    | Contact details <sup>4</sup><br>(email, phone)   | Website<br>(eg. of the course catalogue)  |
|---|-----------------|--|---|
| UTRECHT UNIVERSITY  | NL<br>UTRECHT01 | Mirjam van Deutekom<br>International Office Geosciences<br>Utrecht University<br>Budapestlaan 4B<br>3584 CD Utrecht<br>+31 30 253 96 35<br>international.geo@uu.nl   | <a href="http://www.uu.nl/en/education/exchange-and-visiting-students">http://www.uu.nl/en/education/exchange-and-visiting-students</a> |
| Universidade de Lisboa<br>Faculty of Sciences               | P LISBOA109     | International Relations Office<br>Ana Matos<br>Faculdade de Ciências da Universidade de Lisboa, Campo Grande, Ed. C4,1749-016<br>Lisboa · Portugal<br>T (+351) 217 500 443   Ext. 24115<br>internacional@ciencias.ulisboa.pt | <a href="https://ciencias.ulisboa.pt/pt/oferta-formativa">https://ciencias.ulisboa.pt/pt/oferta-formativa</a>                           |

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

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>5</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<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code<br>*<br>[ISCED] | Subject area name<br>* | Study cycle<br>[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]<br>* | Number of student mobility periods   |                                   |
|---|---|-----------------------------------|------------------------|--|--|-----------------------------------|
|   |   |                                   |                        |  | Student Mobility for Studies<br><br>[total number of months of the study periods or average duration*] | Student Mobility for Traineeships |
| NL Utrecht 01                                     | P LISBOA109                                       | 7.0                               | Geosciences            | 1 <sup>st</sup> and 2 <sup>nd</sup> cycle  | 20 ( 2 students*10 months)   | To be decided                     |
| P LISBOA109                                       | NL Utrecht 01                                     | 7.0                               | Geosciences            | 1 <sup>st</sup> and 2 <sup>nd</sup> cycle  | 20 ( 2 students*10 months)   | To be decided                     |

\*New ISCED Codes

[\*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<br>[Erasmus code of the sending institution] | TO<br>[Erasmus code of the receiving institution] | Subject area code<br>*<br>[ISCED] | Subject area name<br>* | Number of staff mobility periods   |                             |
|---|---|-----------------------------------|------------------------|--|-----------------------------|
|   |   |                                   |                        | Staff Mobility for Teaching<br><br>[total number of days of teaching periods or average duration*] | Staff Mobility for Training |

<sup>5</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>)

|              |              |     |             |               |               |
|--------------|--------------|-----|-------------|---------------|---------------|
| NL UTRECHT01 | P LISBOA109  | 7.0 | Geosciences | To be decided | To be decided |
| P LISBOA109  | NL UTRECHT01 | 7.0 | Geosciences | To be decided | To be decided |

### 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<br>[Erasmus code] | Optional: Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level <sup>6</sup>                  |  |
|---|------------------------|---------------------------|---------------------------|---|--|
|   |                        |                           |                           | Student Mobility for Studies<br><i>Minimum recommended level:</i><br>B1 | Staff Mobility for Teaching<br><i>Minimum recommended level:</i><br>B2 |
| NL Utrecht 01                           | Geosciences            | English                   | Dutch                     | B2 (1 <sup>st</sup> cycle)<br>C1 (2 <sup>nd</sup> cycle)                | C1   |
| P LISBOA109                             | Geosciences            | Portuguese                | English (*)               | B1  | 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 [*Links provided on the first page*].

### D. Additional requirements

Students and staff with disabilities are welcome to Utrecht University. Arrangements for the exchange have to be agreed on before nomination. Utrecht University infrastructure to welcome students with disabilities: [www.uu.nl/disability](http://www.uu.nl/disability)

**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>

<sup>6</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<br>[Erasmus code] | Autumn term*<br>[month]   | Spring term*<br>[month]   |
|---|---|---|
| NL UTRECHT01                            | <b>For students who need an Entry Visa:</b><br>Nomination deadline March 1<br>Application deadline April 1      | <b>For students who need an Entry Visa:</b><br>Nomination deadline August 1<br>Application deadline September 1         |
|   | <b>For students who do not need an Entry Visa:</b><br>Nomination deadline April 1<br>Application deadline May 1 | <b>For students who do not need an Entry Visa:</b><br>Nomination deadline September 1<br>Application deadline October 1 |
| P LISBOA109                             | Application deadline June 30  | Application deadline October 31   |

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

2. **Utrecht University:** As a receiving institution will send its acceptance decision within 6 weeks after the deadline.
3. **Utrecht University:** 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

Modification or termination of the inter-institutional agreement can be discussed and agreed upon for each academic year. In the event of unilateral termination, a notice of at least one academic year should be given, in an official letter by the signatory. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 2018 will only take effect as of 1 September 2018+1.

*Disclaimer: 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

#### NL Utrecht01

Information about the grading system can be found on:

<http://www.uu.nl/faculty/geosciences/EN/studying/InformationforExchangeStudents/Enrolled/Pages/GradeConversion.aspx>

| DUTCH GRADING SYSTEM | NL Utrecht01  |
|----------------------|---|
| 1-10                 | Utrecht University uses a ten-point grading scale, in which 10 is the highest grade. Grades of 6 and up count as a pass. A grade of 10 is awarded only for exceptionally good work.   |
| Final grades         | Final grades obtained for course modules will be rounded off to one decimal place, except in the case of a 5 or 6:<br>- Final grades between 4.95 and 5.49 will be rounded off to a 5 (unsatisfactory).<br>- Final grades between 5.50 and 5.99 will be rounded off to a 6 (pass).<br>Grades for component parts of course modules will not be rounded off. |
| NV/NS                | You did not attend the course module (no show).   |
| NVD/NC               | You did not complete all the compulsory component parts of the course module.   |
| ND                   | A preliminary final grade. This means that you were unable to take a test due to circumstances beyond your control  |

**P LISBOA109**

**PT LISBOA109:** The Portuguese grading system expresses itself in values between 0 and 20, being 10 the minimum grade for approval.

ECTS Grade - ECTS grading scale

(A – Excellent; B – Very Good; C – Good; D – Satisfactory; E – Sufficient)

|  | P LISBOA109   | NL UTRECHT01  |
|--|---|---|
| University web site                                    | <a href="https://www.ulisboa.pt/">https://www.ulisboa.pt/</a><br><a href="https://ciencias.ulisboa.pt/pt">https://ciencias.ulisboa.pt/pt</a>                          | <a href="http://www.uu.nl/en/education/exchange-and-visiting-students/course-information">http://www.uu.nl/en/education/exchange-and-visiting-students/course-information</a>   |
| Departmental web site                                  | <a href="https://ciencias.ulisboa.pt/en/geographic-engineering-geophysics-and-energy">https://ciencias.ulisboa.pt/en/geographic-engineering-geophysics-and-energy</a> | <a href="http://www.uu.nl/en/organisation/faculty-of-geosciences">http://www.uu.nl/en/organisation/faculty-of-geosciences</a>   |
| For incoming students                                  | <a href="https://ciencias.ulisboa.pt/en/ci%C3%A2ncias-incoming">https://ciencias.ulisboa.pt/en/ci%C3%A2ncias-incoming</a>   | <a href="http://students.uu.nl/en/geo/exchange-programmes">http://students.uu.nl/en/geo/exchange-programmes</a>   |
| International office Erasmus Institutional Coordinator | <a href="mailto:internacional@ciencias.ulisboa.pt">internacional@ciencias.ulisboa.pt</a>  | <a href="mailto:international.geo@uu.nl">international.geo@uu.nl</a>  |
| Course catalogue:                                      | <a href="https://ciencias.ulisboa.pt/pt/oferta-formativa">https://ciencias.ulisboa.pt/pt/oferta-formativa</a>   | <a href="http://www.uu.nl/en/education/exchange-and-visiting-students/course-information/faculty-of-geosciences">http://www.uu.nl/en/education/exchange-and-visiting-students/course-information/faculty-of-geosciences</a> |
| Grading system <sup>7</sup>                            | <a href="https://ciencias.ulisboa.pt/en/about-ci%C3%A2ncias">https://ciencias.ulisboa.pt/en/about-ci%C3%A2ncias</a>   | <a href="http://students.uu.nl/en/geo/exchange-programmes/study-information/marks-and-credits">http://students.uu.nl/en/geo/exchange-programmes/study-information/marks-and-credits</a>                                     |
| Visa Information <sup>8</sup>                          | <a href="https://www.ulisboa.pt/en/info/practical-information-0">https://www.ulisboa.pt/en/info/practical-information-0</a>   | <a href="http://www.uu.nl/en/education/welcome-to-utrecht/to-do/entry-visa-residence-permit">http://www.uu.nl/en/education/welcome-to-utrecht/to-do/entry-visa-residence-permit</a>   |
| Insurance information <sup>9</sup>                     | <a href="https://ciencias.ulisboa.pt/pt/erasmus">https://ciencias.ulisboa.pt/pt/erasmus</a>   | <a href="http://www.uu.nl/en/education/welcome-to-utrecht/to-do/insurance">http://www.uu.nl/en/education/welcome-to-utrecht/to-do/insurance</a>   |
| Housing <sup>10</sup>                                  | <a href="https://ciencias.ulisboa.pt/en/accommodation">https://ciencias.ulisboa.pt/en/accommodation</a>   | <a href="http://www.uu.nl/en/education/welcome-to-utrecht/to-do/arrange-housing">http://www.uu.nl/en/education/welcome-to-utrecht/to-do/arrange-housing</a>   |
| Students and staff with disabilities                   | <a href="https://ciencias.ulisboa.pt/en/students-with-special-educational-needs">https://ciencias.ulisboa.pt/en/students-with-special-educational-needs</a>           | <a href="http://students.uu.nl/en/practical-information/advising-and-counselling/disability-or-chronic-illness">http://students.uu.nl/en/practical-information/advising-and-counselling/disability-or-chronic-illness</a>   |




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It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide: [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

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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.

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

| Institution<br>[Erasmus code] | Name, function  | Date     | Signature <sup>11</sup>  |
|-------------------------------|---|----------|--|
| NL UTRECHT01                  | Prof. dr. Piet Hoekstra<br><i>Dean of Faculty of Geosciences</i>            | 25/10/18 |   |
| P LISBOA109                   | Prof. Luís Manuel Carrico<br><i>The Director of the Faculty of Sciences</i> | 12/10/18 | <br> |



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<sup>9</sup> 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.

<sup>10</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

<sup>11</sup> Scanned signatures are accepted

