

Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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) |
|---|----------------|---|---|
| University of Gävle | S GAVLE01 | Institutional coordinator: Yvonne Mårtensson International office Phone: +46 26 648932 studentcentrum@hig.se Academic coordinator: Nawzad Mardan Phone: +46 26 648500 Nawzad.mardan@hig.se | www.hig.se/english |
| 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 | 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.

| | | | |
|-------|--|--|--|
| | | +351 21750 0443; +351 21750 0162 Departmental coordinators : Prof. Guilherme Carrilho da Graça gcgraca@fc.ul.pt | |
| [...] | | | |

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 | Student Mobility for Traineeships * |
| | | | | | [total number of months of the study periods or average duration*] | |
| S GAVLE01 | P LISBOA109 | 71 | Energy systems | 2 nd | 2x10=20 | - |
| P LISBOA109 | S GAVLE01 | 71 | Energy systems | 2 nd | 2x10=20 | |

[*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 *] | |
| S GAVLE01 | P LISBOA109 | 71 | Energy systems | 1x5=5 days | |
| P LISBOA109 | S GAVLE01 | 71 | Energy systems | 1x5=5 days | |

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] |
| S GAVLE01 | | English | Swedish | B2 | B2 |
| P LISBOA109 | | 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

1. Students coming to the University of Gävle are asked to apply through our on-line application system. This is to be found at www.hiq.se/english click *Future Student* to the right and *For Exchange Students* to the left.
2. Students coming to the University of Gävle with any kind of disability are asked to indicate this in their application, for best assistance possible.

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|-------------------------|---------------------------|
| S GAVLE01 | 1 May | 1 November |
| P LISBOA109 | June, 30 th | October, 31 st |

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>

2. The receiving institution will send its decision 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 receiving HEI.
4. Termination of the agreement

In the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. "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

For information about our grading systems please go to;

<http://www.hig.se/4.70b4ced11f41d324a480003399.html>

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

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 |
|--------------------------------------|---|---|
| S GAVLE01 | migrationsverket@migrationsverket.se | www.migrationsverket.se |
| 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 |
|-------------------------------|---|---|
| S GAVLE01 | studentcentrum@hig.se | www.hig.se/english <i>(Click Future student, then For Exchange students)</i> |
| 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 |
|-------------------------------|---|---|
| S GAVLE01 | studentcentrum@hig.se | www.hig.se/english <i>(Click Future student, then For Exchange students)</i> |
| 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 |
|-------------------------------|--|------------|--|
| S GAVLE01 | Bengt Eriksson Head of the Faculty of Engineering and Sustainable Development | 14/11/10 |  UNIVERSITY OF GÄVLE SE-801 76 Gävle, Sweden Phone+46 26 64 85 00 |
| P LISBOA109 | Prof. José Artur Martinho Simões, The Director of the Faculty of Sciences | 05.11.2014 |   |

⁷ Scanned signatures are accepted

