



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

Inter-institutional agreement 2014-2021
between programme countries

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 (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDADE DE LISBOA (University of Lisbon) Instituto de Educação - IE (Institute of Education)	P LISBOA109	Central Office (Rectorate): erasmus@ulisboa.pt +351 210 113 482 +351 210 170 196	www.ulisboa.pt
		IE Erasmus Coordinator (Departmental Coordinator) Prof. Ana Sofia de Reis Castro e Pinho Alameda da Universidade, 1649-013 Lisboa – Portugal Tel: + 351 21 794 36 00 e-mail: mobilidade@ie.ulisboa.pt	http://www.ie.ul.pt/portal/page?_pageid=406,1&_dad=portal&_schema=PORTAL
		Contact Person: Andreia CAEIRO Telefone 21 794 3633 Fax 21 793 3408 email mobilidade@ie.ulisboa.pt	

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UNIVERSIDAD DE GRANADA (University of Granada) Facultad de Educación y Humanidades de Melilla (Faculty of Education and Humanities of Melilla)	E GRANADA01	International Relations and Development Cooperation Complejo Admvo. Triunfo, Cuesta del Hospicio, s/n E-18071 Granada Tel: +34 958 241 990 e-mail: vrinternacional@ugr.es Vice-dean for International Relations María López Vallejo Calle Santander, 1 52071 Melilla Tel: +34 952 698 722 Tlm: +34 615 954 900 e-mail: invés_faedumel@ugr.es / verma111@ugr.es	www.ugr.es http://internacional.ugr.es http://faedumel.ugr.es
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B. Mobility numbers 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 and name ISCED	Study cycle	Number of student mobility periods Student Mobility for Studies [total number of months of the study periods or average duration*]
P LISBOA109	E GRANADA01	011 (education – ISCED 2013)	1 st	2 students (5 months each)
E GRANADA01	P LISBOA109	011 (education – ISCED 2013)	1 st	2 students (5 months each)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code and name ISCED	Number of staff mobility periods Staff Mobility for Training
P LISBOA109	E GRANADA01	011 (education – ISCED 2013)	2 person x 1 week
E GRANADA01	P LISBOA109	011 (education – ISCED 2013)	2 person x 1 week

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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E GRANADA01	Spanish		B1	B2
P LISBOA109	Portuguese	English	B1	B1

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

E GRANADA01: UGR Orientation Week is compulsory for incoming students.

The University of Granada has the infrastructure to welcome students and staff with disabilities. See <http://ve.ugr.es/pages/sae>.

P LISBOA109: The Universidade de Lisboa welcomes students and staff with disabilities. Please contact the Departmental Erasmus Coordinator (mobilidade@ie.ulisboa.pt)

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
E GRANADA01	30 th June	31 st October
P LISBOA109	30 th June	30 th November

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 6 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

¹ 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>

This Agreement will be effective when the representatives of both institutions affix their signatures to it. It shall stay in effect for the time period stated above. It may be subject to revision or modification from time to time by mutual agreement including the attachment of additional schedules as they are developed. Either party reserves the right to terminate this Agreement upon twelve months' written notice to the other party. In this case, the program(s) or the activity(ies) already approved by both parties shall be allowed to be completed under the conditions of this agreement. 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

E GRANADA01: In the Spanish university system, each course unit is graded on a scale from 0 to 10 points, and each numerical grade corresponds to a qualitative grade as follows: Suspenso (Fail): 0-4.9 – Aprobado (pass): 5-6.9 – Notable (Good): 7-8.9 – Sobresaliente (very Good): 9-10 – Matrícula de Honor: A special mention for outstanding performance limited to a maximum of 5% of students registered in a given course unit group. When a student does not take the corresponding examination or final assessment, this is reflected as No Presentado (Absent). To pass a course unit, a student must receive a grade at least 5 points out of 10.

Statistical distribution of grades according to the descriptions in the ECTS users' guide will be available at <http://international.ugr.es/pages/conersion-calificaciones/conversion-de-calificaciones>. For mobility where statistical distribution of grades is not available the University of Granada will apply the conversion table available at <http://international.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>.

P LISBOA109:

ECTs Grade	National Grade	Definition	
A	18-20	EXCELLENT	Outstanding performance with only minor errors
B	16-17	VERY GOOD	Above the average standard but with some errors
C	14-15	GOOD	Generally sound work with a number of notable errors
D	12-13	SATISFACTORY	Fair but significant shortcomings
E	10-11	SUFFICIENT	Performance meets the minimum criteria
F	1-9	FAIL	Considerable further work is required

ECTS credits:

One semester

One full academic year

30 ECTS credits

60 ECTS credits

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.

The following contact points and information sources can provide information and assistance:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E GRANADA01	International Relations and Development Cooperation Tel: +34 958 249 030 e-mail: intlinfo@ugr.es	http://international.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain
P LISBOA109	mobilidade@ie.ulisboa.pt Tel: +351 217 943 658	www.ie.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
E GRANADA01	International Relations and Development Cooperation Tel: +34 958 249 030 e-mail: intlinfo@ugr.es	http://international.ugr.es/pages/movilidad/estudiante/salientes/seguros/seguros
P LISBOA109	mobilidade@ie.ulisboa.pt Tel: +351 217 943 658	www.ie.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
E GRANADA01	Oficina de Gestión de Alojamientos C7 Doctor Severo Ochoa, s/n Tel: +34 958 244 072 e-mail: alojamiento@ugr.es	http://estudiantes.ugr.es/alojamientos3/
P LISBOA109	mobilidade@ie.ulisboa.pt Tel: +351 217 943 658	www.ie.ulisboa.pt

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
E GRANADA01	Signed by delegation of the Rector: Carmen Enrique Mirón Director		
P LISBOA109	Prof. João Pedro Mendes da Ponte Director	24/04/2015	

² Scanned signatures are accepted