



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 ¹ (email, phone)	Website (eg. of the course catalogue)
Fondazione ITS per le nuove tecnologie e il Made in Italy	I BERGAMO05	Armando Persico Erasmus Coordinator armando.persico@fondazioneits.org Tel: +39 035 832563	www.fondazioneits.org
EIA - ENSINO E INVESTIGACAO E ADMINISTRACAO SA	P BARCARE01	Fausto Amaro Professor catedrático e Vice-reitor de Coordenação Académica fausto.amaro@uatlantica.pt +351 214398203	www.uatlantica.pt

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers² 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 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*]	Student Mobility for Traineeships *
I BERGAMO05	P BARCARE01	342	04.7 Marketing and Sales Mangement	Short Cycle, 1 st and 2 nd	3 students 3/4 months	TBA
I BERGAMO05	P BARCARE01	54	06.6 Manufacturing Sciences (Including CAD, CAM CAE)	Short Cycle, 1 st and 2 nd	1 student 3/4 months	TBA

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 [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
I BERGAMO05	P BARCARE01	342	04.7 Marketing and Sales Mangement	5/7 days	3
P BARCARE01	I BERGAMO05		To be discussed	TBA	TBA

² 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P BARCARE01	All courses	Italian	English	B1	B2
I BERGAMO05	All courses			B1	B2

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

D. Additional requirements

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 BARCARE01	September	January
I BERGAMO05		

2. The receiving institution will send its decision within **4** 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]*

F. Information

I BERGAMO05

ECTS Grade	Local Grade	Local Definition
F,X	<18	Fail
E	18-21	Sufficient
D	22-24	Satisfactory
C	25-26	Good
B	27-28	Very Good
A	29-30	Excellent

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 BERGAMO05	Armando Persico Erasmus Coordinator armando.persico@fondazioneits.org Tel: +39 035 832563	http://www.fondazioneits.org/
P BARCARE01	Fausto Amaro Professor catedrático e Vice-reitor de Coordenação Académica fausto.amaro@uatlantica.pt +351 214398203	www.uatlantica.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 BERGAMO05	Armando Persico Erasmus Coordinator armando.persico@fondazioneits.org Tel: +39 035 832563	http://www.fondazioneits.org/
P BARCARE01	Fausto Amaro Professor catedrático e Vice-reitor de Coordenação Académica fausto.amaro@uatlantica.pt +351 214398203	www.uatlantica.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
P BARCARE01	Fausto Amaro Professor catedrático e Vice-reitor de Coordenação Académica fausto.amaro@uatlantica.pt +351 214398203	www.uatlantica.pt
I BERGAMO05	Armando Persico Erasmus Coordinator	http://www.fondazioneits.org/

	armando.persico@fondazioneits.org Tel: +39 035 832563	
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4. Termination of the agreement



This agreement will take effect in the **2016-2017** academic year being valid for a period of **7** years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, a unilateral decision to discontinue the exchanges notified to the other party by 1 September 2016 will only take effect as of 1 September 2016+1. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.
- II. Termination of the agreement will not be penalised.
 "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict"

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
I BERGAMO05	Stefano Casalboni Managing Director stefano.casalboni@fondazioneits.org	_/_/2016	
P BARCARE01			

³ Scanned signatures are accepted