



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 **between programme countries**

[Minimum requirements]

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 ATLÂNTICA	P BARCARE01	Maria do Rosário Jorge Erasmus Office Antiga Fábrica da Pólvora de Barcarena 2730-036 Barcarena Tel: +351 214398249 Fax: +351 214302573 Email: rosarioj@uatlantica.pt	www.uatlantica.pt
University of Huelva	E HUELVA01	Dr. María Losada Friend Director of International Relations and Modern Languages drinter@uhu.es +34 959 219495	http://www.uhu.es/english/erasmusplusincoming/

		Academic Contact Agustín Galán García agustin@uhu.es	
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B. Mobility numbers¹ 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*]	
P BARCARE01	E HUELVA01	0410	Business and Administration	1 st	2 x 9 months = 18 months	
		0412	Finance	1 st	2 x 9 months = 18 months	
E HUELVA01	P BARCARE01	0410	Business and Administration	1 st	2 x 9 months = 18 months	
		0412	Finance	1 st	2 x 9 months = 18 months	

[*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.

**The clinical teaching that takes place at hospitals and other health units is limited to the places available each semester.]

FROM [Erasmus code]	TO [Erasmus code]	Subject area code	Subject area name	Number of staff mobility periods
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¹ 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>)

of the sending institution]	code of the receiving institution]	code * [ISCED]	name *	Staff Mobility for Teaching [total number of days of teaching periods or average duration ¹]	Staff Mobility for Training *
P BARCARE01	E HUELVA01	0410	Business and Administration	8 hours	
		0412	Finance	8 hours	
E HUELVA01	P BARCARE01	0410	Business and Administration	8 hours	
		0412	Finance	8 hours	

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P BARCARE01		Portuguese		Portuguese B1	Portuguese B1
E HUELVA01		Spanish	English	B1	B2

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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

² 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>

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

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	30 June	15 December
E HUELVA01	Nominations 15/06 applications 1/7	Nominations 15/11 applications 30/11

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

2. **P BARCARE01:** The receiving institution will send its decision within 2 weeks

3. **P BARCARE01:** 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]

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

P BARCARE01: The result achieved in a subject, whether through continuous assessment or in an examination, is expressed in a 0 to 20 grading scheme. The lowest passing grade is 10. When a student does not take the corresponding examination or final assessment, this is reflected as Absent.

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
P BARCARE01	Maria do Rosário Jorge Erasmus Office Phone: +351 214398249 E-mail: rosarioj@uatlantica.pt	http://www.uatlantica.pt/index.php/estudante/programa-erasmus/incoming-students
E HUELVA01	Isabel Leandro García drinter02@sc.uhu.es	http://www.uhu.es/english/erasmusplusincoming/

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
P BARCARE01	Maria do Rosário Jorge Erasmus Office Phone.: +351 214398249 E-mail: rosarioj@uatlantica.pt	http://www.uatlantica.pt/index.php/estudante/programa-erasmus/incoming-students
E HUELVA01	Isabel Leandro García drinter02@sc.uhu.es	http://www.uhu.es/english/erasmusplusincoming/



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

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P BARCARE01	Maria do Rosário Jorge Erasmus Office Phone.: +351 214398249 E-mail: rosarioj@uatlantica.pt	http://www.uatlantica.pt/index.php/e-studante/programa-erasmus/incoming-students
E HUELVA01	info@esnhuelva.es	www.esnhuelva.es

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
P BARCARE01	The Rector Carlos Guillen Gestoso		 Universidade Atlântica
E HUELVA01	Dr María Regla Fernández Garrido Vice Rector, Research, Post Graduate Studies and International Relations	22-12-2014	 Universidad de Huelva

³ Scanned signatures are accepted