



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)
UNIVERSITY CEU CARDENAL HERRERA	E VALENCI08	International Office. Avda. Seminario, s/n. 46113 Moncada (Valencia) Mail: Internationaloffice@uch.ceu.es Contact person for Erasmus programs. Merche Gimeno (infoint@uch.ceu.es) Tel. +34961369000 Academic Coordinator: International Coordinator	www.uchceu.es
UNIVERSIDADE ATLÂNTICA	P BARCARE01	Gabinete ERASMUS. Antiga Fábrica da Pólvora de Barcarena 2730-036 Barcarena Erasmus Coordinator: Maria do Rosário Jorge Tel: +351 21 439 82 09 E-mail: rosarioj@uatlantica.pt	www.uatlantica.pt

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	TO	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]				Student Mobility for Studies [total number of months of the study periods or average duration]	
					Total number of students	Months (each)
E VALENCI08	P BARCARE01	0913	Nursing		2	9
P BARCARE01	E VALENCI08	0913	Nursing*		2	9

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

FROM	TO	Subject area code *	Subject area name *	Number of staff mobility periods		
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	[ISCED]		Staff Mobility for Teaching		
				[total number of days of teaching periods or average duration]		
				Number of staff members	duration in days	number of teaching hours
E VALENCI08	P BARCARE01	0913	Nursing	1	5	8
P BARCARE01	E VALENCI08	0913	Nursing	1	5	8

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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E VALENCI08		Spanish		B1	B2 (Spanish or English)
P BARCARE01		Portuguese		B1	B1

D. Additional requirements

University CEU Cardenal Herrera

- Selection process: the partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B1. At the arrival, all the incoming students will have to sit a language test to show that they have a minimum of B1. In case they do not get the expected results, the Spanish course will become a compulsory subject for them. Only those who are in possession of the official D.E.L.E accreditation are not obliged to attend the above mentioned course.
- Incoming students can participate in an intensive Spanish language course during the semester.
- Services for incoming students:
A Welcome Day is organized for international students each semester where students get information about the university in general, administrative issues, student activities, the Spanish language course, and other services. The integration of incoming students is fostered also by different departments (Sports, Student Community, etc).
- The student will receive a complete info-pack with information about insurance, housing, costs of living, transport and other practical information before arrival.

Students and staff with disabilities

University CEU Cardenal Herrera has the infrastructure to welcome students and staff with disabilities. The arrangements need to be discussed in advance. Please contact the International Relations Office (Internationaloffice@uch.ceu.es).

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 VALENCI08	31 May	30 November
	The Autumn term starts in September	The spring term starts in February

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>

P BARCARE01	June, 30 th	December, 15 th
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2. UCH-CEU as receiving institution will send its decision within **6 weeks** after deadline.
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

This inter-institutional agreement may be terminated by mutual consent. 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

UNIVERSITY CEU CARDENAL HERRERA

CEU Cardenal Herrera University follows the ECTS system. An average course load has 30 credit points per semester. Students performance is normally evaluated with a grade.

10	With honors/with distinction (Matrícula de honor)
9	Excelent (Sobresaliente)
8	Very good (Notable +)
7	Above average (Notable)
6	Average/ Satisfactory (Aprobado+)
5	Pass (Aprobado)
3-4	Unsatisfactory (Suspenso)
0-3	Very unsatisfactory (Suspenso -)
N.P	No records (no presentado)

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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
E VALENCI08	International Office	Internationaloffice@uch.ceu.es
P BARCARE01	Erasmus Office Teresa Pestana email: teresap@uatlantica.pt Tel.: +351 214398237	http://www.uatlantica.pt/servicos/programa-socrates-erasmus/incoming-students.html

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 VALENCI08	International Office	internationaloffice@uch.ceu.es
P BARCARE01	Erasmus Office Teresa Pestana email: teresap@uatlantica.pt Tel.: +351 214398237	http://www.uatlantica.pt/servicos/programa-socrates-erasmus/incoming-students.html




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 VALENCI08	HELLO FLATMATE	www.helloflatmate.com
P BARCARE01	Erasmus Office Teresa Pestana email: teresap@uatlantica.pt Tel.: +351 214398237	http://www.uatlantica.pt/servicos/programa-socrates-erasmus/incoming-students.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
E VALENCI08	Camino García. Head of the International Office	March 24, 2014	 CEU Universidad Cardenal Herrera Relaciones Internacionales
P BARCARE01	Artur Ryder Torres Pereira Chairman of the Board of Directors of EIA, SA	April 04, 2014 	 EIA Ensino, Investigação e Administração, S.A. Conselho de Administração Executivo

² Scanned signatures are accepted

