



ERASMUS+ PROGRAMME
Key Action 1
- Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-Institutional agreement for the academic years: 2016-2021

A. Information about higher education institutions

Between (Name of the institution and department, where relevant)	Erasmus CODE	Universidade da Beira Interior
	P COVILHA01	
Contact details (name, email, phone, website)	Prof. Doutor João Manuel Messias Canavilhas – Vice Rector and Erasmus+ Institutional Coordinator Convento de Santo António – 6201-001 Covilhã – Portugal Tel.: +351275242056 Email: erasmus.mobilidade@ubi.pt	
And (Name of the institution and department, where relevant)	Erasmus CODE	Universidad de Jaén
	E JAEN01	
Contact details (name, email, phone, website)	Juan Ráez; Director of International Mobility; Phone +34 953 212620 E-mail: jraez@ujaen.es Alina Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es	
Institutional contact person (name, address, phone, fax, e-mail)	Sebastián Bruque Cámara, Vice-President of Internationalization ; Phone +34 953 212194 E-mail: secrel@ujaen.es	

The institutions named above 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.

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 [ISCED code]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies (SMS)	Student Mobility for Traineeships (SMP)
E JAEN01	P COVILHA01	06.3 (0512)	Biochemistry	1 st cycle	1x10	1X3
P COVILHA01	E JAEN01	06.3 (0512)	Biochemistry	1 st cycle	1x10	1X3

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 *
E JAEN01	P COVILHA01	06.3 (0512)	Biochemistry	1x5 days (8 hours)	1x5 days (8 hours)
P COVILHA01	E JAEN01	06.3 (0512)	Biochemistry	1x5 days (8 hours)	1x5 days (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]	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 JAEN01	Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English
P COVILHA01	Portuguese	English	B1 (No Certificate Required)	B2 (No Certificate Required)

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

D. Additional requirements

University of Beira Interior (P COVILHA01):

The University of Beira Interior has The "Erasmus Student Network (ESN)". The ESN Covilha is an international nonprofit organization. Its mission is to represent the international students, providing opportunities for cultural knowledge and personal development based on the principle of mutual aid of the students. ESN is active in 36 countries and is constituted by 12,000 members of 396 sections, which work voluntarily with the Universities providing service to 150,000 students. They will help incoming students with practical issues such as, registration procedures, open a bank account, etc.

Language courses: UBI organises Erasmus Intensive Language Courses - EILC (summer and winter editions) aimed at providing foreign students the opportunity to get familiar with Portuguese language, culture and society before their studies in UBI start.

During the academic year, Portuguese language lectures will take place twice a week. Each student is welcome to attend this language course but these lectures are not a substitute for EILC, but a way to develop the autonomy and the Portuguese language knowledge of each student.

The University of Beira Interior welcomes students and staff with disabilities and provides an information and assistance center

E JAEN01:

Information for Disabled Students: <http://www10.ujaen.es/conocenos/servicios-unidades/neduespeciales/inicio>

E. Calendar

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

Receiving Institution [Erasmus code]	Autumn term	Spring term
E JAEN01	30 June	30 November
P COVILHA01	31 st June	31 st October

2. The receiving institution will send its decision within 5 weeks after the 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: the agreement can be modified or terminated unilaterally, as long as at least a one academic year notice is given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange.

1. Grading system of the institutions:

University of Beira Interior (P COVILHA01):

<https://www.ubi.pt/Entidade.aspx?id=ECTS> Information Package Course Catalogue

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://europa.europa.eu/en/resources/european-language-levels-cefr>

ECTS grading scale:

ECTS Grade	Portuguese Grade	Definition	
A	18-20	Excellent	Best 10%
B	16-17	Very Good	Next 25%
C	14-15	Good	Next 30%
D	10-13	Adequate	Next 25%
E	<10	Fail	Next 10%

E JAEN01

Grade in Spanish Academic Records	Definition	Numerical mark	Estimated ECTS Grade	Definition
4	Matrícula de Honor	10	A+	Top Qualification in Class or Subject
3	Sobresaliente	9-10	A	Highest 10%
2	Notable	7-8.9	B	Next 20%
1	Aprobado	5-6.9	C-D	Next 65%
	Suspenso	0-4.9	FX-F	Not Pass

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:

Receiving institution [Erasmus code]	Contact details	Website for information
E JAEN01	Alina Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/index
P COVILHA01	Dra. Sofia Lemos Office of Internationalization, Internships and Careers Tel.: +351275242056 Email: erasmus.mobilidade@ubi.pt	https://www.ubi.pt/Entidade.aspx?id=ECTS Information Package Course Catalogue

3. **Insurance**

- a) In the case of students from the European Economic Area, they must obtain the European Health Card in their country of origin, prior to departure.
b) Students not fitting into the category detailed in a) must obtain private 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.

Exchange students are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:




Receiving institution [Erasmus code]	Contact details	Website for information
E JAEN01	Alina Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/seguro_sanitario
P COVILHA01	Dra. Sofia Lemos Office of Internationalization, Internships and Careers Tel.: +351275242056 Email: erasmus.mobilidade@ubi.pt	https://www.ubi.pt/Entidade.aspx?id=ECTS Information Package Course Catalogue

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:

Receiving institution [Erasmus code]	Contact details	Website for information
E JAEN01	Alina Ocaña Jódar; Head of the International Relations Office; E-mail: alocana@ujaen.es	http://www.ujaen.es/serv/vicint/home/upload_buddy_ext_f http://www.ujaen.es/serv/vicint/home/alojamiento
P COVILHA01	D. Filomena Dias Tel.: +351275319700 (ext. 2802). Email: fdias@ubi.pt	https://www.ubi.pt/Entidade.aspx?id=E_CTS_Information_Package_Course_Catalogue or https://www.ubi.pt/Entidade.aspx?id=SASUBI Alojamento

SIGNATURES OF THE INSTITUTIONS (legal representatives):

Name and Erasmus code of Institution: Universidad de Jaén E JAEN01 Name and function of the official representative The Rector (On his behalf by Resolution of April 29 th 2015) Signed: Sebastián Bruque Cámara, Vice-President for Internationalization		Name and Erasmus code of Institution: Universidade da Beira Interior P COVILHA01 Name and function of the official representative Prof Doutor João Manuel Messias Canavilhas Vice Rector and Erasmus+ Institutional Coordinator	
Signature:		Signature:	
Date:	11/10/16	Date:	11/10/16
Stamp:		Stamp:	