



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Universidade de Lisboa (University of Lisbon)	P LISBOA 109	<u>Institutional Coordinator</u> Prof. Eduardo Perelra <u>Central Office (Rectorate)</u> erasmus@ulisboa.pt +351 210 113 482 +351 210 170 196	www.ulisboa.pt
		<u>Institutional Coordinator</u> Prof. Luís Curral Head of Faculty of Psychology	http://www.fp.ulisboa.pt/

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>Faculdade de Psicologia (Faculty of Psychology)</p>		<p>director@fp.ul.pt Tel:+351217943655 Fax:+351 217933408</p> <p>Academic (Departmental) Erasmus Coordinator Prof. Ana Isabel Saralva Faculty of Psychology erasmus.i@psicologia.uisboa.pt Tel:+351217943655 Fax:+351 217933408</p> <p>Academic Erasmus Office Ana Maurício Phone: + 351 217 943 859 E-mail: erasmus.i@psicologia.uisboa.pt</p>	
<p>Universidad de Jaén</p>	<p>E JAEN01</p>	<p>Sebastian Bruque; Vice-Chancellor of Internationalization ; Phone +34 953 212194 E-mail: secrel@ujaen.es</p> <p>David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es</p>	<p>http://www.ujaen.es/serv/vi/cint/home/academic_home.php</p>

B. Mobility numbers⁵ 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	Student Mobility for Traineeships *
					<i>[total number of months of the study periods or average duration*]</i>	

⁵ 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>)

P LISBOA 109	E JAEN 01	0313	PSYCHOLOGY	1 st / 2nd	2 x 9 = 18	
E JAEN 01	P LISBOA 109	0313	PSYCHOLOGY	1 st / 2nd	2 x 9 = 18	

*[*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.]*

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	Staff Mobility for Training
				<i>[total number of days of teaching periods or average duration *]</i>	
P LISBOA 109	E JAEN 01				
E JAEN 01	P LISBOA 109				

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 level⁶	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
P LISBOA 109		Portuguese		(Recommended not required) B2	(Recommended not required) B2
E JAEN01		Spanish	English	Spanish B1; or English B1 for courses taught in	Spanish B2; or English B2 for courses taught in

⁶ 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>

				English	English
--	--	--	--	---------	---------

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]

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

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* [month]	Spring term* [month]
P LISBOA 109	Nomination and submission deadline: 30 th June	Nomination and submission deadline: 30 th June
E JAEN01	30 June	30 November

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

2. The receiving Institution will send its decision within 2 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]*
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁷. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

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 with significant shortcomings
E	10-11	SUFFICIENT	performance meets the minimum criteria
F	1-9	FAIL	considerable further work is required

ECTS credits:

one semester
30 ECTS credits

one full academic year
60 ECTS credits

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%
	Suspense	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

⁷ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA 109	Phone: + 351 217 943 859 E-mail: erasmus.i@psicologia.ulisboa.pt	www.ulisboa.pt http://internacional.ulisboa.pt/ https://sites.google.com/a/campus.ul.pt/mobility-at-foul/home/erasmus-incoming
E JAENO1	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

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 LISBOA 109	Phone: + 351 217 943 859 E-mail: erasmus.i@psicologia.ulisboa.pt	www.ulisboa.pt http://internacional.ulisboa.pt/ https://sites.google.com/a/campus.ul.pt/mobility-at-foul/home/erasmus-incoming
E JAENO1	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en

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 LISBOA 109	Phone: + 351 217 943 859 E-mail: erasmus.i@psicologia.ulisboa.pt	www.ulisboa.pt http://internacional.ulisboa.pt/ https://sites.google.com/a/campus.ul.pt/mobility-at-fpul/home/erasmus-incoming
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen.es	http://www.ujaen.es/serv/vicint/home/portada.php? idioma=en

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
P LISBOA 109	Institutional Coordinator: Prof. Luís Curral Head of Faculty of Psychology Faculdade de Psicologia, Alameda da Universidade, 1649-013 Lisboa director@fp.ul.pt Tel: +351217943655 Fax: +351 217933408	8.5.2015	
E JAEN01	The Rector, Juan Gómez Ortega	APRIL, 28 th . 2015	

⁸ Scanned signatures are accepted