



# Erasmus+ Programme

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

## Inter-institutional agreement 2014-20[21] 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	Erasmus code	Contact details (email, phone)		Website
University of Porto	P PORTO02	Institutional Coordinator (name, address, phone, fax, e-mail)	Bárbara Costa Director of International Office <a href="mailto:sri@reit.up.pt">sri@reit.up.pt</a> (+351) 220408034	<a href="http://www.up.pt">www.up.pt</a>
		Faculty Coordinator (name, address, phone, fax, e-mail)	Maria Paula Santos; Rua Dr. Plácido Costa 91 4200-450 Porto, Portugal <a href="mailto:msantos@fade.up.pt">msantos@fade.up.pt</a>	<a href="https://sigarra.up.pt/fadeup/pt/web_page.Inicial">https://sigarra.up.pt/fadeup/pt/web_page.Inicial</a>
		Administrative Contact (name, address, phone, fax, e-mail)	Cristina Claro Rua Dr. Plácido Costa 91 4200-450 Porto, Portugal <a href="mailto:cclaro@fade.up.pt">cclaro@fade.up.pt</a>	<a href="https://sigarra.up.pt/fadeup/pt/web_page.Inicial">https://sigarra.up.pt/fadeup/pt/web_page.Inicial</a>
UNIVERSIDAD DE JAÉN	E JAEN01	M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization; Phone +34 953 212194 E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a>  Sebastian Bruque; International Mobility Programmes Coordinator; Phone +34 953 212620 E-mail:	<a href="http://www.ujaen.es/serv/vicint/home/academics_home.php">http://www.ujaen.es/serv/vicint/home/academics_home.php</a>	UNIVERSIDAD DE JAÉN

		sbruque@ujaen.es David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: dprendon@ujaen. es		
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## 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.

### Students

FROM	TO	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
P PORTO02	E JAEN01	1014	Sports	1st	2 x 5 months = 10 months	X
E JAEN01	P PORTO02	813	Sports	1st	2 x 5 months = 10 months	X

### Staff

FROM	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
P PORTO02	E JAEN01	813	Sports	1 person x 5 days	X
E JAEN01	P PORTO02	1014	Sports	1 person x 5 days	X

### 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	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 PORTO02	Sports	Portuguese		B1	B1
E JAEN01	Sports	Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English

### D. Additional requirements

OPTIONAL

P PORTO02

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 PORTO02	Applications to the 1st semester: 15 June Applications to the academic year: 15 June	Applications to the 2nd semester: 30 November
E JAEN01	30 June	30 November

- The receiving institution will send its decision within 5 weeks.
- A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
- 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. 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 PORTO02

The University of Porto uses the ECTS Grading system. The number of ECTS credits for each course reflects the total number of hours a student is expected to devote to the course (in the form of lectures, homework, reading, essays, consultations, seminars, etc.). 60 ECTS credits are attached to the workload of a full-time year of formal learning (academic year) and the associated learning outcomes. At the University of Porto, one credit corresponds to 27 hours of student total work.

1 full academic year = 60 credits

1 semester = 30 credits

Local Grades awarded on a scale of 0-20 (pass mark 10)

18 to 20	Excellent
16 and 17	Very good
14 and 15	Good
10 to 13	Sufficient
0 to 9	Fail

#### 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

ECTS Grades

#### P PORTO02

The ECTS grading scale is based on the percentile (similar but not identical to the class rank) of a student in a given assessment, that is how was his/her performance relatively to other students enrolled in the last three years of the same curricular unit/course (or in a significant group of students). Therefore, ECTS grade does not have a direct fixed correspondence to the local grade.

ECTS Grade Nota ECTS	% of students who have achieved this grade % de alunos que obtiveram esta nota
A	10

B	25
C	30
D	25
E	10
FX	-

## **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 PORTO02	Teresa Medeiros Tel: +351 22 040 80 56 E-mail: <a href="mailto:incoming.mobility@reit.up.pt">incoming.mobility@reit.up.pt</a>	<a href="http://sigarra.up.pt/up_uk/web_base.gera_pagina?p_pagina=122271">http://sigarra.up.pt/up_uk/web_base.gera_pagina?p_pagina=122271</a>
E JAEN 01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>

## **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 PORTO02	Teresa Medeiros Tel: +351 22 040 80 56 E-mail: <a href="mailto:incoming.mobility@reit.up.pt">incoming.mobility@reit.up.pt</a>	<a href="https://sigarra.up.pt/up/en/web_base.gera_pagina?p_pagina=122275">https://sigarra.up.pt/up/en/web_base.gera_pagina?p_pagina=122275</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idloma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idloma=en</a>

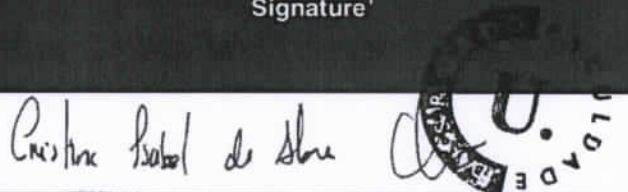

#### 4. Housing

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 PORTO02	Teresa Medeiros Tel: +351 22 040 80 56 E-mail: <a href="mailto:incoming.mobility@reit.up.pt">incoming.mobility@reit.up.pt</a>	<a href="https://sigarra.up.pt/up/en/web_base.gera_pagina?p_pagina=122274">https://sigarra.up.pt/up/en/web_base.gera_pagina?p_pagina=122274</a>
E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>1</sup>
P PORTO02	Cristina Isabel de Abreu Claro	29/04/2014	
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization	30/04/14	

<sup>1</sup> Scanned signatures are accepted