

Erasmus+ Programme

Inter-institutional agreement 2014/15-2020/21 Higher Education Student and Staff Mobility → Mobility for learners and staff (Key Action 1)←

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

Constantine the Philosopher University in Nitra SK NITRA01	Universidade do Algarve P FARO02
Institutional Coordinator: prof. PhDr. Gabriela Miššiková, CSc. Vice-rector for International Relations Tr. A. Hlinku 1, 949 74 Nitra, Slovak Republic Tel.: +421 37 6408 031 Fax: +421 37 6408 031 gmissikova@ukf.sk	Sofia Nunes , E.U. Programmes Coordinator mobilidade@ualg.pt +351 289 800 003
Contact Details for Student Mobility / Nomination: Katarína Butorová, PhD. kbutorova@ukf.sk Tel./Fax +421 37 6408 031	
Contact Details for Staff Mobility (if applicable): Anita Ivanková, PhD. aivankova@ukf.sk Tel./Fax +421 37 6408 031	
Faculty Coordinator: Ľuboš Török, ltorok@ukf.sk Štefánikova 67; 949 74 Nitra Slovakia	Faculty/Departmental Coordinator: Prof. ^a Catherine Simonot – mobesec@ualg.pt Campus da Penha – ESEC 8005-139 Faro

B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS ²	SMT ³
SK NITRA01	P FARO02	32	Journalism and Information	Bc, MA, PhD	2 semester-long students (10 student months)	
P FARO02	SK NITRA01	32	Journalism and Information	Bc, MA, PhD	2 semester-long students (10 student months)	

FROM	TO	Subject area	Subject area name ISCED	Total Number of staff mobility/Total number of days
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¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

²Student Mobility for Studies

³ Student Mobility for Traineeship

ISCED		STA ⁴	STT ⁵
SK NITRA01	P FARO02	2 / max. 2 weeks	2 / max. 2 weeks
P FARO02	SK NITRA01	2 / max. 2 weeks	2 / max. 2 weeks

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 ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
P FARO02		Portuguese	English	B1	B2
SK NITRA01		Slovak	English, German, French, Russian	B2	B2

If applicable, please indicate the required type and score of standardized language tests:

D. Additional requirements

SK NITRA01

- Incoming Erasmus students must take at least 50% of their workload from the UKF Faculty that coordinates the bilateral agreement. The rest of their workload can be made up of courses from different faculties.
- Incoming Erasmus students in exceptional situations will be allowed to register for courses/modules of study levels that differ from the one/s agreed in the present document.
- Incoming teaching staff must be individually accepted by the UKF Faculty that coordinates the bilateral agreement. The acceptance will be based on the candidate's working plan and its adequacy to the teaching programme of the Faculty.
- Incoming non-teaching staff must be individually accepted by the department, service or unit concerned, based on the proposed working plan and the availability of the department, service or unit to host visitors.
- Constantine the Philosopher University in Nitra established specialised Centre for support of study of disabled students in 2012/2013.

E. Calendar

1. Nomination deadlines:

Receiving institution	Winter term ⁶ [month]	Summer term ⁷ [month]
SK NITRA01	Nomination: 15 May Application: 31 May	Nomination: 15 October Application: 30 November
P FARO02	31st May	31st October

2. The receiving institutions will send their decisions within 6-8 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 Staff Mobility for Teaching

⁵ Staff Mobility for Training

⁶ To be adapted in case of a trimester system.

⁷ To be adapted in case of a trimester system.

4. Termination of this agreement or changes in the data set above can be amended annually, if communicated before December 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

SK NITRA01:

All incoming students must be nominated by their home institution within the nomination deadline. Nominated students receive information package via e-mail with the relevant links to all important information. All documents of incoming students (and staff) have to be sent to the Lifelong Learning and International Relations Office of Constantine the Philosopher University in Nitra in paper within the application deadline. The receiving institution will send its decision within 4 weeks after receiving originals of documents. This period may prolong in case applicant (student or staff) is asked to send additional/missing documents. A Transcript of Records will be issued no later than 4 weeks after the assessment period has finished at the receiving HEI.

F. Information

SK NITRA01		P FARO02
WWW for Incoming Students	www.ukf.sk	http://www.ualg.pt/home/en/content/international-mobility-office
WWW Course Catalogue	Please contact departmental coordinator	http://www.ualg.pt/home/en/cursos/licenciatura
Housing ⁸	Dorm facility ŠD Nitra http://www.en.ukf.sk/index.php?option=com_content&view=article&id=467&Itemid=179 Incoming students who wish to be placed in the university dormitory must send their Housing Application form within the application deadline along with the rest of application documents.	http://www.ualg.pt/home/en/content/accommodation-0
Contact details	Katarína Butorová, PhD. kbutorova@ukf.sk (students) Ainta Ivanková, PhD. aivankova@ukf.sk (staff)	mobilidade@ualg.pt
WWW Visa Information ⁹	http://www.mzv.sk/en/consular_info/visa Ministry of Foreign and European Affairs of the Slovak Republic – Consular Information and travel visa	http://www.ualg.pt/home/en/content/coming-0
Contact details	Katarína Butorová, PhD. kbutorova@ukf.sk (students) Ainta Ivanková, PhD. aivankova@ukf.sk (staff)	mobilidade@ualg.pt
WWW Insurance Information ¹⁰	http://www.euraxess.sk/en/main/services-practical-information/health-insurance/ Katarína Butorová, PhD. kbutorova@ukf.sk (students)	http://www.ualg.pt/home/en/content/insurance-0
Contact details	Ainta Ivanková, PhD. aivankova@ukf.sk (staff)	mobilidade@ualg.pt

⁸ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

⁹ 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 ECHE.

¹⁰ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

ECTS Users' Guide ¹¹	See table under F: Grading systems of the Institutions	See table under F: Grading systems of the Institutions
WWW Students and Staff with Disabilities Contact details	Constantine the Philosopher University in Nitra established specialised Centre for support of study of disabled students in 2012/2013. Katarína Butorová, PhD. kbutorova@ukf.sk (students) Ainta Ivanková, PhD. aivankova@ukf.sk (staff)	Please contact mobilidade@ualg.pt

1. Grading systems of the Institutions

SK NITRA01:

Local Grade	ECTS Grade	Definition
Výborne	A	EXCELLENT - Outstanding performance with only minor errors.
Veľmi dobre	B	VERY GOOD - Above the average standard but with some errors
Dobre	C	GOOD - Generally sound work with a number of notable errors
Uspokojivo	D	LAUDABLE - Performance below average
Dostatočne	E	SATISFACTORY - Performance meets the minimum criteria
Nedostatočne	Fx	UNSATISFACTORY - Failed
Absolvoval/a	ABS	COMPLETED - Subject passed but not graded

P FARO02:

The result achieved in a course unit whether through continuous assessment or in an examination, is generally expressed in a 0 to 20 grading scale.

The lowest passing grade is 10.

ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

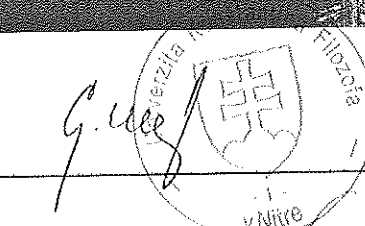
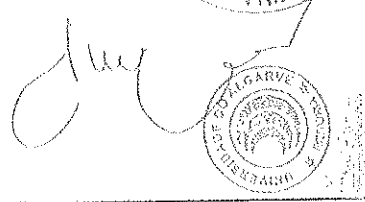
1 trimester = 20 credits

ECTS grading scale:

¹¹ Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. 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 scale	% of the successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some work required before the criteria can be awarded
F	-	FAIL - considerable further work is required

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹²
SK NITRA01	Prof. PhDr. Gabriela Miššíková, CSc. Vice-rector for International Relations Institutional Erasmus Coordinator		
P FAR002	Prof. Doutor Pedro Ferré Vice-rector	23/09/2014	

¹² Scanned signatures are accepted