



Erasmus+ Programme, Inter-institutional agreement **2014/15-2020/21** between programme countries. Key Action 1

– Mobility for learners and staff – Higher Education, Student and Staff Mobility

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

Erasmus code	Name of the institution	Contact detail	Website
E BARCELO02	– UNIVERSITAT AUTÒNOMA DE BARCELONA (UAB)		http://www.uab.cat (*)
<i>Administrative contact:</i> Marta Vilalta, <i>Erasmus Institutional Coordinator</i> Mònica Leiva, <i>Exchange Programmes Coordinator</i> Àrea de Relacions Internacionals, Erasmus Plaça Cívica, Ed. N, 08193 Bellaterra - Spain Tel. +34 93 586 8499 / Fax +34 93 581 3264 email: Erasmus@uab.cat		<i>Faculty / Academic Contact:</i> Albert Vancells Escola Universitària de Turisme i Direcció Hotelera School of Tourism and Hospitality management Ed. Blanc, 08193 Bellaterra - Spain Tel +34935929728 / Fax+34935817495 email: Albert.vancells@uab.cat	
P FARO02	– Universidade do Algarve (UALg)		www.ualg.pt
<i>Administrative contact:</i> Sofia Nunes, E.U. Programmes Coordinator mobilidade@ualg.pt +351 289 800 003		<i>Faculty / Academic Contact:</i>	

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.

Student Mobility for Studies (SMS)

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle (*) (1 st , 2 nd or 3 rd)	Total Number of students/Total number of months	
					Student Mobility for Studies	Student Mobility for Traineeships
E BARCELO02	P FARO02	345	Tourism	1 st	3 students x 5 months (15)	Not applicable
P FARO02	E BARCELO02			1 st	3 students x 5 months (15)	Not applicable

(*) Bachelor's degrees in Spain last 4 years. Most of MA programmes last 1 year

Staff Mobility for Teaching

FROM	TO	Subject area ISCED	Subject area name ISCED	Number of staff mobility periods
				Staff Mobility for Teaching STA
E BARCELO02	P FARO02	345	Tourism	To be determinate
P FARO02	E BARCELO02			To be determinate

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
E BARCELO02		Catalan/Spanish	English	B1 (*)	To be agreed
P FARO02		Portuguese	English	B1 English	B2 English

E BARCELO02 Comments

- (*) There is no specific language level required, but it is deemed understood that students must have the necessary level to be able to attend lessons and sit exams.
- During both semesters, Catalan basic language lessons are offered (free of charge at the moment; however this may be subject to change in the future).

D. Additional requirements

E BARCELO02

- Enrolment.** According to the exchange policy of the UAB, incoming students must enrol for at least the 50% of their credits at the faculty of admission. The other 50% can be taken at the rest of the UAB centres/faculties, provided the groups are still open. Exchange incoming students at Master level can enrol a maximum of 30 ECTS.
- Admission to Master's programmes at the UAB.** This is only possible when the agreement specifies a UAB Master's programme. In order to be admitted to a Master's programme at the UAB as an exchange student, prior written approval from the coordinator of this Master is compulsory. Otherwise admission will be for fourth year courses in our 4 year bachelor programmes. Incoming students willing to be accepted at Master Level have to prove they have already completed 180 ECTS credits at UG level.
- Teaching Staff Mobility.** A letter of invitation issued by an authorised UAB contact person is required prior to implementing Teaching Staff Mobility.

Infrastructure to welcome students and staff with disabilities

- PIUNE**, Programme for Students with Special Needs
fas.piune@uab.cat Telf. +34 93 581 2697
<http://www.uab.es/servlet/Satellite/life/special-needs-1101231886126.html>

P FARO02: We are preparing some information regarding this issue. Once we have it the agreement will be updated

E. Calendar

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

Receiving institution	Autumn term* [Sept / Jan] or one academic year	Spring term* [Feb / May]
E BARCELO02	Nomination: deadline 1 st June Application form: 1 st May to 15 th June	Nomination: deadline 1 st December Application form: 1 st Nov to 10 th Dec
P FARO02	May 31 st	October 31 st

- Students selected at their home universities for an academic exchange stay at UAB must fill in an online Application Form at the site <http://sia.uab.es>, after the nomination of their home university.
- Incoming students will receive (by e-mail) a letter of admission and a letter containing useful information on their academic exchange stay at the UAB. However, permanent admission is conditional on the approval of the Learning Agreement by the Faculty or School the student is going to be enrolled at. For that purpose the Learning Agreement has to be sent by e-mail to the Faculty or School where the student has been admitted.

2. The UAB/UAlg will send their **decision** within 6/8 weeks after closing date of application period.

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 this Agreement** or changes in the data set above can be amended annually, if communicated before 30 September 20XX and will only take effect as of 30 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

E BARCELO02

Grade	Catalan	Spanish	Equivalent to	Meaning
+	Matrícula d'Honor	Matrícula de Honor	A with honours	Outstanding performance
9 – 10	Excel·lent	Sobresaliente	A (excellent)	Highest level of Attainment
7 – 8.9	Notable	Notable	B (very good)	High level of Attainment
5 – 6.9	Aprovat	Aprobado	C (good)	Adequate level of Attainment
0 – 4.9	Suspens	Suspens	F (fail)	The student has not achieved the minimum performance
NP	No Presentat	No Presentado	The student neither did the final exam nor presented the required homework	
1 credit at the <i>Universitat Autònoma de Barcelona</i> equals 1 ECTS				

P FARO02

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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	Website for information
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 2210 / Fax + 34 93 586 80 25 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/coming-0

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	Website for information
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 2210 / Fax + 34 93 586 80 25 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point link Practical guide
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/insurance-0

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	Website for information
E BARCELO02	International Welcome Point (IWP) international.welcome.point@uab.cat The University Village (Vila Universitària) vila@vilauniversitaria.com Tel.: +34 93 580 3095	http://www.uab.cat/international-students/ link Accommodation
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/accommodation-0



5. Student Services

Institution [Erasmus code]	Contact details	Website for information
E BARCELO02	intercanvi.estudiants@uab.cat	http://etc.uab.cat
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/international-mobility-office

E BARCELO02

Information about social and cultural activities in Catalonia is offered, also orientation to life on campus and support in other areas that may be useful during the stay at the UAB ("International Welcome Days", Mentor Programme...)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹
E BARCELO02	<p align="center">Ms. Marta Vilalta Erasmus Institutional Coordinator</p>	19/12/2013	
P FARO02	<p align="center">Teresa Cerveira Borges, Pro-rector and Institutional Coordinator</p>	05/12/2013	

¹ Scanned signatures are accepted