Erasmus+ Programme

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

Inter-institutional[1] agreement 2014-2020[2]
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)
University of Huelva	E HUELVA01	Christine Price International Office drinter@uhu.es +34 959 219495	http://www.uhu.es/english/erasmusStudents/
University of Algarve	P FARO02	**Sofia Nunes**, E.U. Programmes Coordinator mobilidade@ualg.pt +351 289 800 003	www.ualg.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.

B. Mobility numbers[5] 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, 1st, 2nd or 3rd] *	Student Mobility for Studies [total number of months of the study periods or average duration *]
EHUELVA01	P FARO02	340	Business and Administration	1,2,3	2 X5
		620	Agriculture, Forestry and Fishery (broad programmes)	1,2,3	2 X 9
		723	Nursing and Caring	1,2,3	2 X 9
		141	Teaching and Training	2,3	2 X 6
		312	Sociology and Cultural Studies	1,2	3 X 5
		223	Mother Tongue	1,2,3	2 X 5
		813	Sports	1	2 X 6

[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)*

		481	Computer Science	1	2 X 6
		421	Biology and Biochemistry	1,2,3	2 X 9
		311	Psychology	1,2,3	2 X 9
P FARO02	EHUELVA01	320	Journalism and Information	2	4 X 6
		340	Business and Administration	1,2,3	2 X5
		620	Agriculture, Forestry and Fishery (broad programmes)	1,2,3	2 X 9
		723	Nursing and Caring	1,2,3	2 X 9
		141	Teaching and Training	???	2 X 6
		312	Sociology and Cultural Studies	1,2	3 X 5
		223	Mother Tongue	1,2,3	2 X 5
		813	Sports	1	2 X 6

		481	Computer Science	1	2 X 6
		421	Biology and Biochemistry	1,2,3	2 X 9
		311	Psychology	1,2,3	2 X 9

*[*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 *[total number of days of teaching periods or average duration *]*	*Staff Mobility for Training* *
E HUELVA01	P FARO02	340	Business and Administration	5 days	5 days
		620	Agriculture, Forestry and Fishery (broad programmes)		
			Nursing and Caring		
			Teaching and Training		
		723	Sociology and Cultural Studies		
		141	Mother Tongue		
		312	Sports		

			Horticulture		
		223	Forestry		
			Computer Science		
		813	Earth Science		
		622	Chemistry		
		623	Biology and Biochemistry		
		481			
		443	Psychology		
		442			
		421			
		311			
P FARO02	E HUEVLA01	340	Business and Administration		
		620	Agriculture, Forestry and Fishery (broad programmes)		
		723	Nursing and Caring		
		141	Teaching and Training		
		312	Sociology and Cultural Studies		

		223 813 622 623 481 443 442 421 311	Mother Tongue Sports Horticulture Forestry Computer Science Earth Science Chemistry Biology and Biochemistry Psychology		

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 level[6]**	
				Student Mobility for Studies *[Minimum recommended level: B1]*	Staff Mobility for Teaching *[Minimum recommended level: B2]*
E HUELVA01		Spanish	English	B1	B1
P FARO02		Portuguese	English	B1 English	B2 English

[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

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. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E HUELVA01	1st July	30th November
P FARO02	31st May	31st October

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

2. The receiving institution will send its decision within 6/8 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

   The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by September 1st of the year prior to the academic year concerned. 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' guide[7]. A link to a webpage can be enough.

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

The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

UHU: http://correo2.uhu.es/listas/d_read/socios-io/Traslation%20of%20Terms.doc

P FARO02: Description of the Institution's grading system

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:

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

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
E HUELVA 1	Christine Price drinter@uhu.es +34 959 219495	http://correo2.uhu.es/listas/d_read/socios-io/Information%20on%20Student%20Visas%20Informacion%20Visados.pdf
P FARO02	mobilidade@ualg.pt +351 289 800 003	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 (email, phone)	Website for information
E HUELVA 01	Isabel Leandro drinter@sc.uhu.es	http://www.uhu.es/english/erasmusStudents/EHUELVA01_International_Student_Guide.pdf
P FARO02	mobilidade@ualg.pt +351 289 800 003	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 (email, phone)	Website for information
E HUELVA01	Erasmus Student Network Huelva info@esnhuelva.org	www.esnhuelva.org
P FARO02	mobilidade@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/accommodation-0

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[8]
E HUELVA01	María Regla Fernández Garrido Pro Vice-Chancellor for Research, Post Graduate Studies and International Relations	7/01/24	Universidad de Huelva
P FARO02	Prof. Doutor Tomasz Boski, Vice-rector	03/03/2014	

[8] Scanned signatures are accepted