



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2020² 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	Erasmus code	Contact details	Website
University of Algarve	P FARO02	Sofia Nunes , E.U. Programmes Coordinator mobilidade@ualg.pt +351 289 800 003	www.ualg.pt
KIRCHLICHE PÄDAGOGISCHE HOCHSCHULE GRAZ	A GRAZ08	Institutional co-ordinator Mag. Maria Fasching Lange Gasse 2, 8010 Graz Tel: +43 316/58167019 maria.fasching@kphgraz.at Departmental co-ordinator Mag. Christiana Glettler Lange Gasse 2, 8010 Graz Tel: +43 316/58167019 christiana.glettler@kphgraz.at	www.kphgraz.at/index.php?id=184

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. If the agreement is valid until 2020, this means that the academic year 2020-2021 is included.

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

B. Mobility numbers⁴ 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	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
P FARO 02	A GRAZ08	1, 22	Education, Humanities		10,00 Months 3,00 persons	
A GRAZ08	P FARO 02	1, 22	Education, Humanities		10,00 Months 3,00 persons	

*[*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. The indicated number of months in the table are the total duration of months for all students.]*

FROM	TO	Subject area code	Subject area name	Study cycle	Number of staff mobility periods	
					Staff Mobility for Teaching	Staff Mobility for Training
P FARO 02	A GRAZ08	1, 22	Education, Humanities		5,00 Days 1,00 persons	
A GRAZ08	P FARO 02	1, 22	Education, Humanities		5,00 Days 1,00 persons	

C. Recommended language skills

⁴ 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>)

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:

Institution	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
P FARO 02		Portuguese	English	B1 English	B2 English
A GRAZ08		German	English	1: B1 2: B2	1: B1 2: B2

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

Partner institution 2: A GRAZ08

Information for incoming students about application/selection criteria/offered exchange programmes ...: www.kphgraz.at/index.php?id=184

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 FARO 02	31 st May	31 st October
A GRAZ08	01/06	01/12

[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.
4. Termination of the agreement

This agreement will be valid for the entire duration of the Erasmus+ programme. If both parties agree about termination of the agreement, the agreement can be terminated for the next academic year the latest on the 1st of January of the current academic year.

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 FARO 02 : 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

A GRAZ08: see <http://www.kphgraz.at/index.php?id=1139> (document "Transcript of Records") for more information

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:

Erasmus code	Contact details	Website
P FARO 02	mobilidade@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/coming-0
A GRAZ08	Mag. Maria Fasching Lange Gasse 2, 8010 Graz Tel: +43 316/58167019 maria.fasching@kphgraz.at	http://www.kphgraz.at/index.php?id=1139

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:

Erasmus code	Contact details	Website
P FARO 02	mobilidade@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/insurance-0
A GRAZ08	Mag. Maria Fasching Lange Gasse 2, 8010 Graz Tel: +43 316/58167019 maria.fasching@kphgraz.at	http://www.kphgraz.at/index.php?id=1139


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:

Erasmus code	Contact details	Website
P FARO 02	mobilidade@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/accommodation-0
A GRAZ08	Mag. Ruth Yazdani Lange Gasse 2, 8010 Graz Tel: +43 316/58167019 ruth.yazdani@kphgraz.at	http://www.kphgraz.at/index.php?id=1139

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
Universidade do Algarve	Vice Rector Prof. Doutor Pedro Ferré	16/01/2015	
KIRCHLICHE PÄDAGOGISCHE HOCHSCHULE GRAZ A GRAZ08	Rector, Dr. Siegfried Barones		

⁵ Scanned signatures are accepted