



# Erasmus+ Programme

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

### Inter-institutional agreement 2014-2021 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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
NHTV Breda University of Applied Sciences	NLBREDA10	Mrs. Marlie van Dun MA Director of International Affairs, Strategy, Education and Research Office  Ms. Virginia van der Wel, Exchange & Double Degree Coordinator  Team Student Mobility of Student Office  Tel: +31 76 533 2213 Fax: +31 76 533 2295 exchange@nhtv.nl incomingexchange@nhtv.nl	<a href="http://www.nhtv.nl/exchange">http://www.nhtv.nl/exchange</a>
University of Algarve	P FAR002	Sofia Nunes, E.U. Programmes Coordinator <a href="mailto:mobilidade@ualg.pt">mobilidade@ualg.pt</a>  +351 289 800 003	<a href="http://www.ualg.pt">www.ualg.pt</a>

## 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.

FROM	TO	Subject area code *	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
P FARO02	NLBREDA10	1015	Travel, tourism and leisure	1	2 x 5 months
NLBREDA10	P FARO02			1	2 x 5 months

FROM	TO	Subject area code *	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
				[total number of days of teaching periods]	
P FARO02	NLBREDA10	1015	Travel, tourism and leisure	1 x 5 days	-
NLBREDA10	P FARO02			1 x 5 days	

### 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 <sup>1</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
NLBREDA10		EN	NL	Min. B2 Recommended C1	Min. B2 Recommended C1
P FARO02		PT	EN	B1 En	B2 EN

#### NHTV Breda University of Applied Sciences

If your program in your Home Country is NOT in English, you will need to provide us with proof that you have English Skills. You can do that through the following options:

1) Presenting us with a copy of an IELTS or TOEFL test, required test result:

Overall band of at least 6.0 (Academic Band)  
and a sub score for Speaking of at least 6.0.

Required test results: 80 internet  
based and a sub score for Speaking of at least 20.

2) Provide an official document from your home university in which is stated that your English Language level is sufficient enough.

If in doubt, NHTV will plan an (skype) interview with the student and will decide after this interview if the student is accepted or not.

### D. Additional requirements

#### NHTV Breda University of Applied Sciences

NHTV Breda University of Applied Sciences has the infrastructure to welcome students and staff with a functional limitation. For more information see: <http://www.nhtv.nl/ENG/bachelors/studying-at-nhtv/studying-with-a-limitation.html>

<sup>1</sup> see [http://europass.cedefop.europa.eu/en/resources/european-language-levels\\_cefr](http://europass.cedefop.europa.eu/en/resources/european-language-levels_cefr)

UAlg has the infrastructure to welcome students and staff with a functional limitation. For more information please contact [mobilidade@ualg.pt](mailto:mobilidade@ualg.pt)

## E. Calendar

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

Receiving institution	Autumn term	Spring term
NLBREDA10	15 May	15 October (NON-EU) / 15 November (EU)
P FARO02	31 <sup>st</sup> May	31 <sup>st</sup> October

### NHTV Breda University of Applied Sciences

The information for the 1st semester will be available on April 1st online for incoming exchange students. For the spring term the information will be available from October 1st.

NHTV will follow the following procedure:

- 1) the International Office of the partner university nominates the exchange students by e-mail to [wel.v@nhtv.nl](mailto:wel.v@nhtv.nl).
- 2) Then NHTV will invite the students nominated by e-mail to complete an online Application Form.
- 3) The nominated students will then send the application package digitally to [incomingexchange@nhtv.nl](mailto:incomingexchange@nhtv.nl)

Application package and access to online system is at: <http://www.nhtv.nl/exchange>

2. NHTV: The receiving institution will send its decision within 4 weeks after application deadline.  
P FARO02: The receiving institution will send its decision within 6/8 weeks after application deadline.
3. NHTV: 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.  
P FARO02: 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. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
NLBREDA10	beginning september until the end of January, including exams.	End of January / beginning of February until the end of June, including exams.
P FARO02	September - February	February - June

## 5. Termination of the agreement

This agreement will be in effect for the full duration of the ERASMUS+ programme.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either Institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay.
- II. Termination of the agreement will not be penalised.

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

#### NHTV Breda University of Applied Sciences

##### *ECTS grading scale*

<i>NHTV grade</i>	<i>ECTS grade</i>	<i>% of successful students normally achieving the grade</i>	<i>Definition</i>
8,5 - 10	A	10	EXCELLENT - outstanding performance
7,5 - 8,49	B	25	VERY GOOD - above the average standard but with some errors
6,5 - 7,49	C	30	GOOD - generally sound work with a number of notable errors
6 - 6,49	D	25	SATISFACTORY - fair but with significant shortcomings
5,5 - 5,99	E	10	SUFFICIENT - performance meets the minimum criteria
5 - 5,49	FX	-	FAIL - some more work required before the credit can be awarded
5 >	F	-	FAIL - considerable further work is required

##### *NHTV grading system versus ECTS grading scale : Correspondence grid*

**P FAR002: 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	Contact details	Website for information
-------------	-----------------	-------------------------

NLBREDA10	Student Office: incomingexchange@nhtv.nl Tel: +31 76 533 2213	As soon as students have been admitted to the exchange programme, NHTV International Office will send the student an email with login code and password to use the Visa Care+ application. After the student logs in, they will be guided through the MVV/VVR-procedure.  <a href="http://www.nhtv.nl/exchange">http://www.nhtv.nl/exchange</a>
P FAR002	mobildade@ualg.pt +351 289 800 003	<a href="http://www.ualg.pt/home/en/content/coming-0">http://www.ualg.pt/home/en/content/coming-0</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:

<b>Institution</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
NLBREDA10	Student Office: incomingexchange@nhtv.nl Tel: +31 76 533 2213	<a href="http://www.nhtv.nl/exchange">http://www.nhtv.nl/exchange</a>
P FAR002	mobildade@ualg.pt +351 289 800 003	<a href="http://www.ualg.pt/home/en/content/insurance-0">http://www.ualg.pt/home/en/content/insurance-0</a>

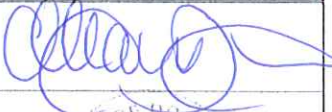
### **4. Housing**

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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
NLBREDA10	Student Office accommodation@nhtv.nl Tel: +31 76 533 2213	<a href="http://www.nhtv.nl/exchange">http://www.nhtv.nl/exchange</a>
P FAR002	mobildade@ualg.pt +351 289 800 003	<a href="http://www.ualg.pt/home/en/content/accommodation-0">http://www.ualg.pt/home/en/content/accommodation-0</a>

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

Institution	Name, function	Date	Signature
NLBREDA10	Signed by Mrs Marlie van Dun MA, Director of International Affairs	31.03.2014	
P FARO02	Prof. Doutor Tomasz Boski, Vice-rector	25/03/2014	