

E+FP/AS/



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]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 details⁴ (email, phone)	Website (eg. of the course catalogue)
University of Algarve	P FARO02	Sofia Nunes, E.U. Programmes Coordinator Email: grimerasmus@ualg.pt	www.ualg.pt
University of LODZ	PL LODZ01	Departmental Coordinator: Professor Rafał Matera e-mail: paramat@wp.pl phone: 0048426354814	http://www.eksoc.uni.lodz.pl

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 numbers⁵ 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, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
P FARO02	PL LODZ01	0314 14,2	Sociology and cultural studies	1 st	3 students/30 months	-
PL LODZ01	P FARO02	0314	Sociology and cultural studies	1 st , 2 nd	3 students/30 months	-
P FARO02	PL LODZ01	0311 14,3	Economics	1 st	3 students/30 months	-
PL LODZ01	P FARO02	0311	Economics	1 st , 2 nd	3 students/30 months	-

[*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 *
P FARO02	PL LODZ01	0314	Sociology and cultural studies	2 persons/7 days/8 hours	2 persons/7 days

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>)

PL LODZ01	P FARO02	0314	Sociology and cultural studies	2 persons/7 days/8 hours	2 persons/7 days
P FARO02	PL LODZ01	0311	Economics	2 persons/7 days/8 hours	2 persons/7 days
PL LODZ01	P FARO02	0311 143	Economics	2 persons/7 days/8 hours	2 persons/7 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 [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]
P FARO02		Portuguese	English	B1	B2
PL LODZ01		Polish	English	B1	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

[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.]

Receiving institution [Erasmus code]	Subject area	Additional requirements
P FARO02	No such	No such
PL LODZ01	No such	No such

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>

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 FARO02	31st May	31st October
PL LODZ01	15 th June	15 th December

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

2. The receiving institution will send its decision within [4] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [4] 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

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. 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 2014 will only take effect as of 1 September 2014+1. The termination clauses must include the following disclaimer: "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' guide⁷. 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.]

Grading Scale at the University of Algarve – 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

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

1 semester = 30 credits

1 trimester = 20 credits

Grading Scale at University of Lodz: <http://iso.uni.lodz.pl/erasmus/ects-system>

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
P FAR002	grimerasmus@ualg.pt	http://www.ualg.pt/home/en/content/coming-0
PL LODZ01	iso@uni.lodz.pl	http://iso.uni.lodz.pl/study-in-english/visa

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
P FAR002	grimerasmus@ualg.pt	http://www.ualg.pt/home/en/content/insurance-0
PL LODZ01	iso@uni.lodz.pl	http://iso.uni.lodz.pl/study-in-english/insurance


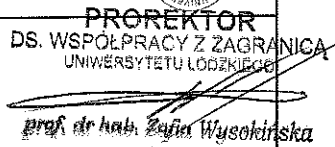
4. Housing

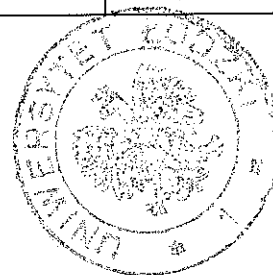
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P FARO02	grimerasmus@ualg.pt	http://www.ualg.pt/home/en/content/accommodation-0
PL LODZ01	iso@uni.lodz.pl	http://iso.uni.lodz.pl/study-in-english/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
P FARO02	Prof. Dr. Pedro Ferré, Vice-rector University of Algarve	04-08- 2015	
PL LODZ01	Professor Zofia Wysokińska Pro-Rector for International Affairs University of Lodz	11.08 2015	



⁸ Scanned signatures are accepted