

# Erasmus+ Programme

## Key Action 1

### – Mobility for learners and staff –

### Higher Education Student and Staff Mobility

## Inter-institutional agreement 2017-2021

### 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 <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
Conservatorio Superior de Música "Óscar Esplá", Spain	E ALICANT11	<b>Erasmus+ Office and centre address:</b> C/ Jaime Mas Porcel 2, 03005 Alicante, Spain  <b>Erasmus+ Coordinator</b> Prof. Antonio Ballester Corbí  <b>Phone and fax:</b> +34 966478665 +34 966478666  <b>Contact email:</b> <a href="mailto:internacional.csmalicante@gmail.com">internacional.csmalicante@gmail.com</a>	<a href="http://www.csmalicante.es">www.csmalicante.es</a>
INSTITUTO POLITÉCNICO DE CASTELO BRANCO	P CASTELO01	Prof. João Pedro Luz Head of International Relations Office <a href="mailto:gri.coord@ipcb.pt">gri.coord@ipcb.pt</a>  Dr.ª Conceição Baptista Institutional Erasmus Coordinator <a href="mailto:cbaptista@ipcb.pt">cbaptista@ipcb.pt</a> Ph.: +351 272 339 600	<a href="http://www.ipcb.pt/en">www.ipcb.pt/en</a>

## B. Mobility numbers<sup>2</sup> 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 <sup>st</sup> / 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E ALICANT11	P CASTELO01	0215	Music	1 <sup>st</sup> , 2nd	1*5	tbd
P CASTELO01	E ALICANT11	0215	Music	1 <sup>st</sup> , 2nd	1*5	tbd

\*Optional: subject area code & name and study cycle are optional.

<http://www.uis.unesco.org/education/pages/international-standard-classification-of-education.aspx>

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 ALICANT11	P CASTELO01	0215	Music	1*5	/
P CASTELO01	E ALICANT11	0215	Music	1*5	/

<sup>2</sup> 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>)

## 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 <sup>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E ALICANT11	0215 Music and performing arts	Spanish	English or Italian (STA) English (SMS some classes)	B1 in Spanish or English Language basic courses are provided by the Conservatory. The University of Alicante offers intensive Spanish courses, obtaining 5 ECTS each course (costs 75€): <a href="http://sri.ua.es/en/movilidad/exchanges/spanish-courses.html">http://sri.ua.es/en/movilidad/exchanges/spanish-courses.html</a>	B2 in Spanish or English or in a different European language agreed upon
P CASTELO01	All	Portuguese	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]*

### E ALICANT11

**SMS:** For admission to the Conservatory "Óscar Esplá" in the framework of the Erasmus+ programme, students must send per email ([internacional.csmalicante@gmail.com](mailto:internacional.csmalicante@gmail.com)) a scanned copy of the following documents:

1. Application Form
2. Learning Agreement
3. Copy of Passport/ID
4. CV (english)
5. A downloadable demo performance or a Youtube demo performance

**STA:** Proposal of master classes project for 2-5 days and Curriculum Vitae (in english)

## E. Calendar

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
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<sup>3</sup> 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 ALICANT11	30 <sup>th</sup> May (Decision End of June) (TR End of February)	30 <sup>th</sup> November (Decision End of December) (TR End of July)
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

1. Applications/information on nominated students must reach the receiving institution by:
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 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

*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. 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

#### **E ALICANT11**

Spanish Grading System: Individual subjects are graded on a scale from 0 to 10, with 5 as the lowest and 10 as the highest passing grade. A "cum laude" (M.H., spanish "Matrícula de Honor") can be added to the maximum grade as a special distinction.

**A - 10 M.H.-9.00** - MATRÍCULA DE HONOR/SOBRESALIENTE (EXCELLENT): outstanding performance

**B - 8.99-7.00** - NOTABLE (VERY GOOD): above the average standard but with few errors

**C - 6.99-5.00** - APROBADO (SUFFICIENT): average performance with many errors but reaching the minimum criteria

**F - below 5.00** - SUSPENSO (NOT PASSED): the exam needs to be given again

**No grade** - NO PRESENTADO: exam not done by the student

#### **P CASTELO01:**

1 full academic year = 60 credits

1 semester = 30 credits

The Portuguese grading scale is from 0 to 20.

- 10 is the minimum passing grade.
- 10 to 13 - Sufficient to Satisfactory
- 14 and 15 - Good
- 16 and 17 - Very good
- 18 to 20 - Excellent

### 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 ALICANT11	<a href="mailto:internacional.csmalicante@gmail.com">internacional.csmalicante@gmail.com</a>	Students from non-EU Countries must apply by themselves for a Visa contacting the nearest Spanish Embassy before entering Spain. Once in Spain, and within the 1st month of their arrival, students must apply for the study permit or 'Autorización de estancia por estudios' to be able to legally stay in Spain during their studies:  <a href="http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/Paginas/EmbajadasConsulados.aspx">www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/Paginas/EmbajadasConsulados.aspx</a>
P CASTELO01	Foreign People and Borders Office Tel: +351 272 349 500 <a href="mailto:del.cbranco@sef.pt">del.cbranco@sef.pt</a>	<a href="http://www.sef.pt/portal/V10/EN.aspx/page.aspx">http://www.sef.pt/portal/V10/EN.aspx/page.aspx</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E ALICANT11	European Health Insurance Card	<a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a>
	Local Health Authority, Useful Phone Numbers	<a href="http://sri.ua.es/en/movilidad/exchanges/medical-assistance.html">http://sri.ua.es/en/movilidad/exchanges/medical-assistance.html</a> <a href="http://sri.ua.es/en/movilidad/exchanges/useful-phone-numbers.html">http://sri.ua.es/en/movilidad/exchanges/useful-phone-numbers.html</a>
P CASTELO01	<a href="#">European Commission (Employment, Social Affairs &amp; Inclusion)</a>	European Health Insurance Card <a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a> <a href="http://www.ipcb.pt/en/index.php/before-departure">http://www.ipcb.pt/en/index.php/before-departure</a>

### **4. Housing**


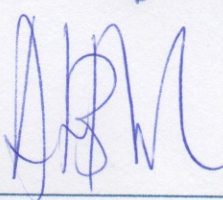
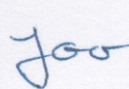
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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



Institution [Erasmus code]	Contact details (email, phone)	Website for information
E ALICANT11	<a href="mailto:internacional.csmalicante@gmail.com">internacional.csmalicante@gmail.com</a> <b>SMS:</b> the International Office do not provides assistance finding accommodation. Please look at the internet sites suggested on the right.	<a href="http://web.ua.es/en/oia/alojamientos/accommodation-exchange-database.html">http://web.ua.es/en/oia/alojamientos/accommodation-exchange-database.html</a> <a href="http://web.ua.es/en/oia/alojamientos/links-of-interest.html">http://web.ua.es/en/oia/alojamientos/links-of-interest.html</a> <a href="http://www.housesforyou.es/index.php?lang=EN">http://www.housesforyou.es/index.php?lang=EN</a>
	<a href="mailto:internacional.csmalicante@gmail.com">internacional.csmalicante@gmail.com</a> <b>STA:</b> the International Office do not provides assistance finding accommodation. Please look at the internet site suggested on the right.	<a href="https://plus.google.com/local/Alicante/s/Hotel?hl=en">https://plus.google.com/local/Alicante/s/Hotel?hl=en</a> Hotel suggestions: ABBA Centrum Alicante, NH Cristal, Hostal Les Monges Palace, Hotel Alamo, Hotel Goya
P CASTELO01	<a href="mailto:incoming@ipcb.pt">incoming@ipcb.pt</a> Ph.: +351 272 339 625	<a href="http://www.ipcb.pt/en/index.php/before-departure">http://www.ipcb.pt/en/index.php/before-departure</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
E ALICANT11	José Vicente ASENSI SEVA Director	21/03/2017	
	Antonio Ballester Corbí ERASMUS Coordinator	21/03/2017	
P CASTELO01	Prof. Dr. João Pedro Luz Head of International Office	17/03/2017	



<sup>4</sup> Scanned signatures are accepted