



Erasmus+ Programme, Inter-institutional agreement

2014/15-2020/21

between programme countries. Key Action 1

– Mobility for learners and staff – Higher Education, Student and Staff Mobility

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

Erasmus code	Name of the institution	Contact detail	Website
E BARCELO02	UNIVERSITAT AUTÒNOMA DE BARCELONA (UAB)		http://www.uab.cat
<i>Administrative contact:</i> Marta Vilalta, <i>Erasmus Institutional Coordinator</i> Mònica Leiva, <i>Exchange Programmes Coordinator</i> Àrea de Relacions Internacionals, Erasmus Plaça Cívica, Ed. N, 08193 Bellaterra - Spain Tel. +34 93 586 8499 / Fax +34 93 581 3264 email: Erasmus@uab.cat		<i>Faculty / Academic Contact:</i> Anna Cros – Vicedean of International Relations (Anna.Cros@uab.cat) Exchange Office Intercanvis.educacio@uab.cat The course catalogue: www.uab.cat/ciencies-educacio/	
			
P CASTELO01	INSTITUTO POLITÉCNICO DE CASTELO BRANCO		www.ipcb.pt
Prof. João Pedro Luz, Head of International Relations Office, gri.coord@ipcb.pt		www.ipcb.pt/en	
Dr.^a Conceição Baptista Institutional Erasmus Coordinator, cbaptista@ipcb.pt Ph.: +351 272 339 600			

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.

Student Mobility for Studies (SMS)

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle (*) (1 st , 2 nd or 3 rd)	Total Number of students/Total number of months
					Student Mobility for Studies
E BARCELO02	P CASTELO01	011	Teacher training and education science	1 st	3 students x 5 months (15)
P CASTELO01	E BARCELO02	011	Physical Education, Sport Science	1 st	3 students x 5 months (15)

(*) **Most of the** Bachelor's degrees in Spain last 4 years.

Staff Mobility for Teaching

FROM	TO	Subject area ISCED	Subject area name ISCED	Number of staff mobility periods
				Staff Mobility for Teaching STA
E BARCELO02	P CASTELO01	011	Teacher training and education science	1 (8h)
P CASTELO01	E BARCELO02	011	Physical Education, Sport Science	1 (8)

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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching
E BARCELO02		Catalan/Spanish	English	B1 (*)	To be agreed
P CASTELO01		Portuguese	English	B1	B2

E BARCELO02 Comments:

- Even though we offer courses in English, we will only accept students who can follow courses in Spanish, and we also recommend take the Catalan course "Basic Comprehension" for foreign students at Languages Service at UAB.

D. Additional requirements

E BARCELO02 Additional Requirements:

- **Enrolment.** According to the exchange policy of the UAB, incoming students must enrol for at least the 50% of their credits at the faculty of admission. The other 50% can be taken at the rest of the UAB centres/faculties, provided the groups are still open. . In accordance with the UAB Faculty of Education exchange policy, incoming ERASMUS students cannot register their Degree-Final Project in this faculty.
- In our context it is possible for your students to spend an **internship period** in primary schools or other educational Institutions in Barcelona and surroundings taking advantage of Student Mobility for studies. In any case we will highly value that our student-teachers are offered the same opportunity by your institution.
- **Teaching Staff Mobility.** A letter of invitation issued by an authorised UAB contact person is required prior to implementing Teaching Staff Mobility.

Infrastructure to welcome students and staff with disabilities

- **PIUNE**, Programme for Students with Special Needs
fas.piune@uab.cat Telf. +34 93 581 2697
<http://www.uab.es/servlet/Satellite/life/special-needs-1101231886126.html>

P CASTELO 01: See <http://www.ipcb.pt/en/index.php/before-departure>

E. Calendar

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

Receiving institution	Autumn term* [Sept / Jan] or one academic year	Spring term* [Feb / May]
E BARCELO02	Nomination: deadline 1 st June Application form: 1 st May to 15 th June	Nomination: deadline 1 st December Application form: 1 st Nov to 10 th Dec
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

E BARCELO02 Comments:

- Students selected at their home universities for an academic exchange stay at UAB must fill in an online Application Form at the site <http://sia.uab.es>, after the nomination of their home university.
- Incoming students will receive (by e-mail) a letter of admission and a letter containing useful information on their academic exchange stay at the UAB. However, permanent admission is conditional on the approval of the Learning Agreement by the Faculty or School the student is going to be enrolled at. For that purpose the Learning Agreement has to be sent by e-mail to the Faculty or School where the student has been admitted.

2. The UAB will send their **decision** within 2-3 weeks after closing date of application period.

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 this Agreement** or changes in the data set above can be amended annually, if communicated before 30 September 20XX and will only take effect as of 30 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

E BARCELO02

Grade	Catalan	Spanish	Equivalent to	Meaning
+	Matrícula d'Honor	Matrícula de Honor	A with honours	Outstanding performance
9 – 10	Excel·lent	Sobresaliente	A (excellent)	Highest level of Attainment
7 – 8.9	Notable	Notable	B (very good)	High level of Attainment
5 – 6.9	Aprovat	Aprobado	C (good)	Adequate level of Attainment
0 – 4.9	Suspens	Suspensó	F (fail)	The student has not achieved the minimum performance
NP	No Presentat	No Presentado	The student neither did the final exam nor presented the required homework	
1 credit at the <i>Universitat Autònoma de Barcelona</i> equals 1 ECTS				

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

ECTS Grade	% of 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 notable errors
D	25	SATISFACTORY – fair but with significant shortcomings
E	10	SUFFICIENT – performance meets the minimum criteria
FX	–	FAIL–some more work required before the credit 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	Website for information
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 2210 / Fax + 34 93 586 80 25 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point
P CASTELO01	Foreign People and Borders Office Tel: +351 272 349 500 del.cbranco@sef.pt	http://www.sef.pt/portal/V10/EN.aspx/page.a.spx

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	Website for information
E BARCELO02	International Welcome Point (IWP) Tel. + 34 93 581 2210 / Fax + 34 93 5868025 international.welcome.point@uab.cat	http://www.uab.cat/international-students/ link International Welcome Point link Practical guide
P CASTELO01	European Commission (Employment, Social Affairs & Inclusion)	European Health Insurance Card http://ec.europa.eu/social/main.jsp?catId=559 http://www.ipcb.pt/en/index.php/before-departure

E BARCELO02 Comments:

Students interested in doing an Intership period at Faculty of Education should pay a complementary insurance (check the price for each course) at the time of registration (once the students arrive at the Faculty). The complementary insurance is a service offered by the University that consists of accident and civil responsibility insurance for university students resident in Spain.

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	Website for information
E BARCELO02	International Welcome Point (IWP) international.welcome.point@uab.cat The University Village (Vila Universitària) vila@vilauniversitaria.com Tel.: +34 93 580 3095	http://www.uab.cat/international-students/ link Accommodation
P CASTELO01	Paula Ribeiro gri@ipcb.pt Ph.: +351 272 339 625	http://www.ipcb.pt/en/index.php/before-departure



5. Student Services

Institution [Erasmus code]	Contact details	Website for information
E BARCELO02	intercanvi.estudiants@uab.cat	http://etc.uab.cat
P CASTELO01	gri@ipcb.pt	

E BARCELO02 Comments:

Information about social and cultural activities in Catalonia is offered, also orientation to life on campus and support in other areas that may be useful during the stay at the UAB ("International Welcome Days", Mentor Programme...)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹
E BARCELO02	Ms. Marta Vilalta Erasmus Institutional Coordinator	18/02/2014	
P CASTELO01	Prof. Dr. José Carlos Gonçalves Vice-President	16/01/2014	

¹ Scanned signatures are accepted