



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)
Conservatorio Statale di Musica «C. Pollini » Padova	I PADOVA 02	Erasmus Coordinator M ^o Pierluigi Destro Via Eremitani, 18 35121 Padova tel. 0039 + 49 8750648 fax 0039 + 49 661174 resp.socrates- erasmus@conservatorio pollini.it	http://www.conservatoriopollini.it/erasmus
INSTITUTO POLITÉCNICO DE CASTELO BRANCO (IPCB)	P CASTELO01	Prof. João Pedro Luz Head of International Relations Office gri.coord@ipcb.pt Dr.^a Conceição Baptista Institutional Erasmus Coordinator cbaptista@ipcb.pt Ph.: +351 272 339 600	www.ipcb.pt/en

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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months]	Student Mobility for Traineeships *
I PADOVA02	P CASTELO01	0215	Music and Musicology	1 st & 2 nd	To be decided	To be decided
P CASTELO01	I PADOVA02	0215	Music and Musicology	1 st & 2 nd	3-9	To be decided

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]	Staff Mobility for Training *
I PADOVA02	P CASTELO01	0215	Music and Musicology	To be decided	To be decided
P CASTELO01	I PADOVA02	0215	Music and Musicology	To be decided	To be decided

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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I PADOVA02		Italian	English	B1	B2
P CASTELO01		Portuguese	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

The institutions provide infrastructure for welcoming students and staff with disabilities.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
I PADOVA02	1 st March	1 st March (one deadline)
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

2. The receiving institution will send its decision as soon as possible, no later than 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.
4. Termination of the agreement

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. Cancellation of the agreement, additional activities and changes in mobility data can be made annually, if communicated before January 1st.

"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

ECTS Grade	Italian Grade (Padua)	Definition	
A	10 (30/30)	EXCELLENT	outstanding performance with only minor errors
B	9 (27/30)	VERY GOOD	above the average standard but with some errors
C	8 (24/30)	GOOD	generally sound work with a number of notable errors
D	7 (21/30)	SATISFACTORY	fair but with significant shortcomings
E	6 (18/30)	SUFFICIENT	performance meets the minimum criteria
FX	5 (15/30)	FAIL	some more work required before the credit can be awarded
F	1 ÷ 4 (3-12/30)	FAIL	considerable further work is required

P CASTELO 01: ECTS credits and scale:

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
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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 (email, phone)	Website for information
I PADOVA02	Erasmus Coordinator M° Pierluigi Destro Via Eremitani, 18 35121 Padova tel. 0039 + 49 8750648 fax 0039 + 49 661174 resp.socrates- erasmus@conservatoriopollini.it	http://www.conservatoriopollini.it/erasmus Students have to make Visa arrangement by themselves. For EU citizens Visa is not required.
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.aspx

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
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I PADOVA02	Erasmus Coordinator M° Pierluigi Destro Via Eremitani, 18 35121 Padova tel. 0039 + 49 8750648 fax 0039 + 49 661174 resp.socrates- erasmus@conservatoriopol lini.it	http://www.conservatoriopolini.it/erasmus Students have to make insurance arrangement by themselves: European Health Insurance Card or private insurance.
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


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
I PADOVA02	Erasmus Coordinator M° Pierluigi Destro Via Eremitani, 18 35121 Padova tel. 0039 + 49 8750648 fax 0039 + 49 661174 resp.socrates- erasmus@conservatoriopolini.it	http://www.conservatoriopolini.it/erasmus www.sassa.org www.easystanza.it (Padova)
P CASTELO01	Paula Ribeiro gri@ipcb.pt Ph.: +351 272 339 625	http://www.ipcb.pt/en/index.php/before-departure

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
I PADOVA02	M° Pierluigi Destro Erasmus Coordinator & Int. Relations Mng.	17.01.2014	 M° Pierluigi Destro Coordinatore Erasmus

P CASTELO01	Prof. Dr. José Carlos Gonçalves Vice-President	16/01/2014	
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