



# Erasmus+ Programme

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

### Inter-institutional agreement 2017/18-2020/21<sup>1</sup> 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)
<b>UNIVERSITA' DEGLI STUDI DI PAVIA</b> (University of Pavia) Corso Strada Nuova 65, 27100 Pavia	I PAVIA01	Head of international office: <b>Dr. Silvia Massara</b> Contact person in charge of this agreement: <b>Veronica Veronese</b> International Relations Office – International Mobility Via S. Agostino 1 27100 Pavia E-mail: veronica.veronese@unipv.it; agreements.erasmus@unipv.it Proposer: <b>Dr. Matteo Vandoni</b> Department of Public Health, Neuroscience, Experimental and Forensic Medicine Laboratory for Adapted Physical Activities (LAMA)	<a href="http://www.unipv.eu">www.unipv.eu</a> Course catalogue: <a href="http://www.unipv.eu/site/en/home/study/course-catalogue.html">http://www.unipv.eu/site/en/home/study/course-catalogue.html</a> Staff contact details: <a href="http://www.unipv.eu/site/en/home/international-policy/international-relations-contacts.html">http://www.unipv.eu/site/en/home/international-policy/international-relations-contacts.html</a>
<b>INSTITUTO POLITÉCNICO DE CASTELO BRANCO</b>	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	<a href="http://www.ipcb.pt/en">www.ipcb.pt/en</a>

<sup>1</sup>The agreement is valid until the academic year 2020/2021

### B. Mobility numbers per academic year

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, 1st, 2nd or 3rd] *	Student Mobility for Study	
					Total number of students	Number of months of mobility for each student
I PAVIA01	P CASTELO01	1014	Sports	I, II, III	2	5
P CASTELO01	I PAVIA01	1014	Sports	I, II, III	2	5

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 *	Staff Mobility for Training *
I PAVIA01	P CASTELO01	1014	Sports	YES	tbd
P CASTELO01	I PAVIA01	1014	Sports	YES	tbd

Please detail below any restriction to student mobility for study

\* compulsory fields

### 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. Please indicate in which language courses are taught at the host institution, the level required to incoming students and if a certification is needed:

Receiving institution	Optional: Subject	Language	Language of	Recommended language of instruction level <sup>2</sup>	Certification [yes(please
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<sup>2</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>

[Erasmus code]	area	of instruction 1	instruction 2				specify)/no]
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]	Staff Mobility for Training	
I PAVIA01	P CASTELO01	Italian*	English*	B1*	B2	B2	NO
P CASTELO01	I PAVIA01	All	Portuguese	English	B1	B2	NO

\*Please note that at the University of Pavia some Departments offer courses in English (especially at Master level), while others do not. At Bachelor level the language of instruction is mainly Italian.

**Incoming students are strongly advised to have a B1 level in Italian or English, depending on the courses/modules they will attend in Pavia.**

Master courses totally held in English are offered in the following fields: Medicine (Harvey one-thier degree in Medicine); Molecular Biology and Genetics; International Business and Economics; World Politics and International Relations; Electronic Engineering; Computer Engineering; Industrial Automation Engineering; Economics, Finance and International Integration.

For more details on Master courses held in English, please visit the following page:  
<http://www.unipv.eu/site/en/home/study/courses/degrees-in-english.html>

For more details on the language of instruction of each module, please visit our course catalogue webpage:  
<http://www.unipv.eu/site/en/home/study/course-catalogue.html>

#### D. Additional requirements

##### I PAVIA01

- **Staff Mobility for Training and for Teaching:** the University of Pavia welcomes applications from foreign Staff for a training/teaching period, however it is at the discretion of the department concerned whether or not to accept a staff training visitor.  
Applications must be sent at least two months prior to the desired training/teaching period. The training/teaching period cannot be scheduled during Summer (i.e. July-August) in the Academic year.
- **Students with special needs:** a specific office at the University of Pavia (SAISD) takes care of the facilities for students with special needs. It coordinates and monitors all the initiatives relating to the integration of students with disabilities in all aspects of university life, giving them the possibility to attend lessons and laboratory sessions, and to get access to libraries and other university facilities. Contact SAISD on [disabili@unipv.it](mailto:disabili@unipv.it) and visit <http://saisd.unipv.it/>
- **Student Mobility for Studies:** for all the requirements please visit <http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students.html>

##### P CASTELO01

- **Staff Mobility for Training and for Teaching:** the IPCB welcomes applications from foreign Staff for a training/teaching period, however it is at the discretion of the department concerned whether or not to accept a staff training visitor.

- **Students with special needs:** a specific office at the IPCB takes care of the facilities for students with special needs.

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
I PAVIA01	Mid June	Mid November
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

**Application** from nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
I PAVIA01	Early July	Early December
P CASTELO01	Early June	Early December

### Academic calendar:

#### I PAVIA01

The first semester (Autumn term) starts in September and ends in February.

The second semester (Spring term) starts in February and ends in July.

#### P CASTELO01

The first semester (Autumn term) starts in September and ends in February.

The second semester (Spring term) starts in February and ends in July.

#### I PAVIA01 / P CASTELO01

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

*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 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

**I PAVIA01:** Please visit <http://www.unipv.eu/site/en/home/study/course-catalogue/articolo9306.html>

#### 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
I PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601  For teaching staff elena.fontana@unipv.it 0039 0382 984225	For NON-EU students visa, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html</a>  For teaching staff visa, please visit <a href="http://vistoperitalia.esteri.it/home/en">http://vistoperitalia.esteri.it/home/en</a>
P CASTELO01	Foreign People and Borders Office Tel: +351 272 349 500 del.cbranco@séf.pt	<a href="http://www.sef.pt/portal/V10/EN/asp/page.aspx">http://www.sef.pt/portal/V10/EN/asp/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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
I PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601  For teaching staff elena.fontana@unipv.it 0039 0382 984225	For students, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html</a>  For teaching staff, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html</a>
P CASTELO01	European Commission (Employment, Social Affairs & Inclusion)	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
I PAVIA01	For students incoming.erasmus@unipv.it 0039 0382 984601  For teaching staff elena.fontana@unipv.it 0039 0382 984225	For students, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/incoming-students/before-the-arrival.html</a>  For teaching staff, please visit <a href="http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html">http://www.unipv.eu/site/en/home/international-relations/erasmus/teaching-staff-mobility/articolo8797.html</a>
P CASTELO01	incoming@ipcb.pt 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
I PAVIA01	Dott. Silvia Massara Head of International Office	29/11/2016	 
P CASTELO01	Prof. Dr. João Pedro Luz Head of International Office	23/11/2016	 

<sup>3</sup>Scanned signatures are accepted