



Erasmus+

**Erasmus+ Programme**  
**Key Action 1**  
**– Mobility for learners and staff –**  
**Higher Education Student and Staff Mobility**  
**Inter-institutional agreement 2018-2021**  
**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 Statale di Musica "G. Rossini"	I PESARO01	Prof. Maria Luisa Baldassari Institutional Erasmus Responsible  Dott. Antonella Fabi Erasmus Office Responsible erasmus@conservatoriorossini.it	<a href="http://www.conservatoriorossini.it/en/">http://www.conservatoriorossini.it/en/</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 *
IPESARO01	P CASTELO01	0215	Music	1 <sup>st</sup> , 2 <sup>nd</sup>	2*5	tbd
P CASTELO01	IPESARO01	0215	Music	1 <sup>st</sup> , 2 <sup>nd</sup>	2*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 *
IPESARO01	P CASTELO01	0215	Music	1*5	/
P CASTELO01	IPESARO01	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]
I PESARO01	All	Italian	English	B1	B2
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. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
I PESARO01	May 31	May 31
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 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."*

<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>

## F. Information

### 1. Grading systems of the institutions

#### I PESARO01:

<b>Local Grades</b> - Conservatorio di Pesaro		
<b>ECTS credits:</b>		
one full academic year	one semester	one trimester
<b>60 ECTS credits</b>	<b>30 ECTS credits</b>	<b>20 ECTS credits</b>
<b>ITALIAN GRADE SYSTEM</b>		
ECTS	Local grade	
A	30L/30	EXCELLENT
B	29/27	VERY GOOD
C	26/24	GOOD
D	23/21	SATISFACTORY
E	20/18	SUFFICIENT
FX	17/15	FAIL
F	14/0	FAIL
In the Italian HEI grading system the results are awarded in a scale from 0 to 30; the minimum mark required for approval is 18		
ECTS percentage: <a href="http://www.conservatoriorossini.it/studenti/erasmus/Calcolo_ECTS_percentuali.pdf">http://www.conservatoriorossini.it/studenti/erasmus/Calcolo_ECTS_percentuali.pdf</a>		

#### 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</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I PESARO01	erasmus@conservatorio rossini.it	Students have to make Visa arrangements by themselves. For EU citizens Visa is not required  <a href="http://vistoperitalia.esteri.it/home.aspx#BMTitolo">http://vistoperitalia.esteri.it/home.aspx#BMTitolo</a>
P CASTELO01	Foreign People and Borders Office Tel: +351 272 349 500 del.cbranco@sef.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</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I PESARO01	<a href="#">European Commission</a> (Employment, Social Affairs & Inclusion)	Students have to make insurance arrangements by themselves: 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> or private insurances.
P CASTELO01	<a href="#">European Commission</a> (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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
I PESARO01		Some places in student apartments are available through ERSU (University Agency for studies): <a href="http://www.ersurb.it/area-informativa/centri-di-informazione/ersu-a-pesaro-e-fano.html">http://www.ersurb.it/area-informativa/centri-di-informazione/ersu-a-pesaro-e-fano.html</a> <a href="http://www.ersurb.it/servizi/alloggi/residenze/alloggi-a-pesaro/alloggi-pesaro.html">http://www.ersurb.it/servizi/alloggi/residenze/alloggi-a-pesaro/alloggi-pesaro.html</a>
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>
I PESARO01	M <sup>o</sup> Ludovico Bramanti Director	22/11/2018	 
P CASTELO01	Prof. Dr. João Pedro Luz Head of International Office	14/11/2018	 

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