

# Erasmus+ Programme

## Inter-institutional agreement 2014/15-2020/21

### Higher Education Student and Staff Mobility

#### –Mobility for learners and staff (Key Action 1)–

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

Università degli Studi del Piemonte Orientale <b>I VERCELL 01</b>	INSTITUTO POLITÉCNICO DE CASTELO BRANCO P CASTELO01
<u>Institutional Coordinator<sup>1</sup>:</u> Prof. Umberto Dianzani Erasmus e Studenti Stranieri Via Duomo, 6 - Vercelli Tel: +39 0161 261523, Fax: +39 0161 219421, Email: <a href="mailto:erasmus@unipmn.it">erasmus@unipmn.it</a>	<u>Institutional Coordinator<sup>2</sup>:</u> Dr. <sup>a</sup> Conceição Baptista Av. Pedro Alvares Cabral, nº 12, 6000-084 Castelo Branco Tel: +351 272 339 600 Fax: +351 272 339 601 Email: <a href="mailto:cbaptista@ipcb.pt">cbaptista@ipcb.pt</a>
<u>Contact Details for Student Mobility / Nomination:</u> Dott.ssa Cristina Conti – Erasmus e Studenti Stranieri Email: <a href="mailto:erasmus@unipmn.it">erasmus@unipmn.it</a> Tel: +39 0161 261 523, Fax: +39 0161 219421  <u>Contact Details for Staff Mobility (if applicable):</u> Dott.ssa Cristina Conti – Erasmus e Studenti Stranieri Email: <a href="mailto:erasmus@unipmn.it">erasmus@unipmn.it</a> Tel: +39 0161 261523, Fax: +39 0161 219421	<u>Contact Details for Student Mobility / Nomination:</u> Email: <a href="mailto:cbaptista@ipcb.pt">cbaptista@ipcb.pt</a> Tel: +351 272 339 600 Fax: +351 272 339 601  <u>Contact Details for Staff Mobility (if applicable):</u> Email <a href="mailto:cbaptista@ipcb.pt">cbaptista@ipcb.pt</a> Tel: +351 272 339 600 Fax: +351 272 339 601
<u>Departmental Coordinator</u> (Department of Economics and Business Studies) Prof. Pier Carlo Rossi Mail: <a href="mailto:piercarlo.rossi@unipmn.it">piercarlo.rossi@unipmn.it</a>  (Department of Law and Political, Economic and Social Science) To be defined	<u>Departmental Coordinator:</u> Prof. André Costa Mail: <a href="mailto:andre.costa@ipcb.pt">andre.costa@ipcb.pt</a>

### B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS <sup>3</sup>	SMT <sup>4</sup>
I VERCELL 01	P CASTELO01	041	Business and Administration	BA	2x5 (TOTAL MONTHS:10)	

<sup>1</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<sup>3</sup> Student Mobility for Studies

<sup>4</sup> Student Mobility for Traineeship

P CASTELO01	I VERCELL 01	041	Business and Administration	BA MA	2x5 (TOTAL MONTHS:10)	
I VERCELL 01	P CASTELO01	0311	Economics	BA MA	2x5 (TOTAL MONTHS:10)	
P CASTELO01	I VERCELL 01	0311	Economics	BA MA	2x5 (TOTAL MONTHS:10)	

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA <sup>5</sup>	STT <sup>6</sup>
P CASTELO01	P CASTELO01	041	Business and Administration	1X5	
P CASTELO01	I VERCELL 01	041	Business and Administration	1X5	

### 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 ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
I VERCELL 01		ITALIAN	ENGLISH	B1	
P CASTELO01		Portuguese	English	B1	B2

If applicable, please indicate the required type and score of standardized language tests:

CH Basel01: none

ERASMUS-code:

### E. Calendar

1. **Nomination** deadlines:

Receiving institution	Winter term <sup>7</sup> [month]	Summer term <sup>8</sup> [month]
I VERCELL 01	July 31st	November 30th
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

<sup>5</sup> Staff Mobility for Teaching

<sup>6</sup> Staff Mobility for Training

<sup>7</sup> To be adapted in case of a trimester system.

<sup>8</sup> To be adapted in case of a trimester system.

2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
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 December 1<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

I VERCELL 01		P CASTELO01
WWW for Incoming Students	<a href="http://www.unipmn.it/Informazioni%20su/Area%20Internazionale/Programma%20LLP_Erasmus/Studenti/Studio/default.aspx?open=1154&amp;scrolltop=0">http://www.unipmn.it/Informazioni%20su/Area%20Internazionale/Programma%20LLP_Erasmus/Studenti/Studio/default.aspx?open=1154&amp;scrolltop=0</a>	<a href="http://www.ipcb.pt/en/index.php/before-departure">http://www.ipcb.pt/en/index.php/before-departure</a>
WWW Course Catalogue		
Housing <sup>9</sup>	<a href="http://www.unipmn.it/Informazioni%20su/Area%20Internazionale/default.aspx?open=7870&amp;scrolltop=324">http://www.unipmn.it/Informazioni%20su/Area%20Internazionale/default.aspx?open=7870&amp;scrolltop=324</a>	<a href="http://www.ipcb.pt/en/index.php/before-departure">http://www.ipcb.pt/en/index.php/before-departure</a>
Contact details	<a href="mailto:residenze@unipmn.it">residenze@unipmn.it</a> +39 0161 261523	<a href="mailto:gri@ipcb.pt">gri@ipcb.pt</a>
WWW Visa Information <sup>10</sup>		<a href="http://www.sef.pt/portal/V10/EN/asp/page.aspx">http://www.sef.pt/portal/V10/EN/asp/page.aspx</a>
Contact details	<a href="mailto:erasmus@unipmn.it">erasmus@unipmn.it</a> +39 0161 261523	<a href="mailto:gri@ipcb.pt">gri@ipcb.pt</a>
WWW Insurance Information <sup>11</sup>		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>
Contact details	<a href="mailto:erasmus@unipmn.it">erasmus@unipmn.it</a> +39 0161 261523	<a href="mailto:gri@ipcb.pt">gri@ipcb.pt</a>
ECTS Users' Guide <sup>12</sup>	<a href="http://www.unipmn.it/Informazioni%20su/Area%20Internazionale/Programma%20LLP_Erasmus/Studenti/Studio/Studenti%20dell_Ateneo%20in%20Partenza/tabella_di.pdf">http://www.unipmn.it/Informazioni%20su/Area%20Internazionale/Programma%20LLP_Erasmus/Studenti/Studio/Studenti%20dell_Ateneo%20in%20Partenza/tabella_di.pdf</a>	
WWW Students and Staff with Disabilities		
Contact details	<a href="mailto:erasmus@unipmn.it">erasmus@unipmn.it</a> +39 0161 261523	<a href="mailto:gri@ipcb.pt">gri@ipcb.pt</a>



<sup>9</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>10</sup> 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 ECHE.

<sup>11</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>12</sup> Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

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

Institution	Name function	Date	Signature <sup>13</sup>
I VERCELL 01	<b>PROF. UMBERTO DIANZANI</b> <b>INSTITUTIONAL COORDINATOR</b>	21/02/2014	
P CASTELO01	Prof. Dr. José Carlos Gonçalves Vice-President	14/02/2014	

<sup>13</sup> Scanned signatures are accepted