



# Erasmus+ Programme

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

### Inter-institutional agreement 2014-2021 between programme countries

#### [Minimum requirements]<sup>1</sup>

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>2</sup> (email, phone)	Website (eg. of the course catalogue)
UNIVERSITATEA AUREL VLAICU DIN ARAD  (AUREL VLAICU UNIVERSITY OF ARAD)	RO ARAD01	Institutional Coordinator Gerlinde Knap, 77 Revolutiei Bvd. 310130 Arad, Romania TEL: +40-257-283010, FAX: +40-257-280070 bpc@uav.ro	<a href="http://uav.ro/en/students/incoming-students">http://uav.ro/en/students/incoming-students</a>
INSTITUTO POLITECNICO DE CASTELO BRANCO	P CASTELO01	<b>Prof. João Pedro Luz</b> <b>Head of International Relations Office</b> gri.coord@ipcb.pt <b>Dr.ª Conceição Baptista</b> <b>Institutional Erasmus Coordinator</b> cbaptista@ipcb.pt Ph.: +351 272 339 600	<a href="http://www.ipcb.pt/en">www.ipcb.pt/en</a>

<sup>1</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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

## B. Mobility numbers<sup>3</sup> 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 [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 students/months*]
RO ARAD01	P CASTELO01	142	Education sciences	1 <sup>st</sup>	1/5
		319	Social and behavioural science	1 <sup>st</sup>	1/5
		345	Management and administration	1 <sup>st</sup>	1/5
		52	Engineering	1 <sup>st</sup>	1/5
		541	Food processing	1 <sup>st</sup>	1/5
P CASTELO01	RO ARAD01	142	Education sciences	1 <sup>st</sup>	1/5
		319	Social and behavioural science	1 <sup>st</sup>	1/5
		345	Management and administration	1 <sup>st</sup>	1/5
		52	Engineering	1 <sup>st</sup>	1/5
		541	Food processing	1 <sup>st</sup>	1/5

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

<sup>3</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>)

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  [total number of days of training periods or average duration *]
RO ARAD01	P CASTELO01	52	Engineering	tbd	tbd
P CASTELO01	RO ARAD01	52	Engineering	tbd	tbd

### 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>4</sup>	
				Student Mobility for Studies  [Minimum recommended level: B1]	Staff Mobility for Teaching  [Minimum recommended level: B2]
RO ARAD01	All areas	Romanian	English	B1	B2
P CASTELO01	All areas	Portuguese	English	B1	B2

### D. Additional requirements

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

<sup>4</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>

RO ARAD01: There is an adequate infrastructure to welcome students and staff with disabilities

P CASTELO01: There is an adequate infrastructure to welcome 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]
RO ARAD01	01 July	01 December
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

[\* to be adapted in case of a trimester system]

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

*In the event of unilateral 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. "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

RO ARAD01:

ECTS grade	A	B	C	D	E	F/FX
LOCAL grade	10	9	7-8	6	5	1-4

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
<b>A</b>	10	EXCELLENT – outstanding performance with only minor errors
<b>B</b>	25	VERY GOOD – above the average standard but with some errors
<b>C</b>	30	GOOD – generally sound work with a number of notable errors
<b>D</b>	25	SATISFACTORY – fair but with significant shortcomings
<b>E</b>	10	SUFFICIENT – performance meets the minimum criteria
<b>FX</b>	–	FAIL–some more work required before the credit can be awarded
<b>F</b>	–	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
RO ARAD01	<a href="mailto:bpc@uav.ro">bpc@uav.ro</a>	<a href="http://www.uav.ro">www.uav.ro</a>
P CASTELO01	Foreign People and Borders Office Tel: +351 272 349 500 <a href="mailto:del.cbranco@sef.pt">del.cbranco@sef.pt</a>	<a href="http://www.sef.pt/portal/V10/EN/asp/px">http://www.sef.pt/portal/V10/EN/asp/px</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>
RO ARAD01	<a href="mailto:bpc@uav.ro">bpc@uav.ro</a>	EU Health Insurance Card is required
P CASTELO01	<a href="#">European Commission</a> ( <a href="#">Employment, Social Affairs &amp; Inclusion</a> )	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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
RO ARAD01	<a href="mailto:bpc@uav.ro">bpc@uav.ro</a>	<a href="http://www.uav.ro/en/students/social-services">http://www.uav.ro/en/students/social-services</a>
P CASTELO01	Paula Ribeiro <a href="mailto:gri@ipcb.pt">gri@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>5</sup>
RO ARAD01	Prof. Ramona Lile, Ph.D Rector of Aurel Vlaicu University of Arad		
P CASTELO01	<b>Prof. Dr. José Carlos Gonçalves Vice-President</b>	16/01/2014	

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<sup>5</sup> Scanned signatures are accepted