



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2014-2021<sup>2</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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
"GHEORGHE ASACHI" TECHNICAL UNIVERSITY OF IASI	RO IASI05	<b>Erasmus Institutional Coordinator:</b> Prof. Sabina SĂRULEANU, Office for International Relations and University Image, 67 prof.dr.doc. D.Mangeron street, 700050 IASI, Romania, Tel./Fax: + 40 232 278628, E-mail: sabinas@staff.tuiasi.ro, international@tuiasi.ro <b>Departmental Coordinator:</b> Prof. Nicolae Dumitru Alexandru, PhD Phone: +40-232701605 Fax: +40-232-217720 nalex@etti.tuiasi.ro <b>Contact person:</b> Prof. Adriana Sirbu, PhD Phone: +40-232701659 Fax: +40-232-217720 asirbu@etti.tuiasi.ro	<a href="http://www.tuiasi.ro">www.tuiasi.ro</a>  <a href="http://www.etti.tuiasi.ro/">www.etti.tuiasi.ro/</a>
INSTITUTO POLITECNICO DE CASTELO BRANCO	P CASTELO01	Prof. João Pedro Luz <b>Head of International Relations Office</b> gri.coord@ipcb.pt Dr. <sup>a</sup> Conceição Baptista <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> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.



## B. Mobility numbers<sup>4</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
P CASTELO01	RO IASI05	06.5 Electronic Engineering, Telecommunications / 523 Electronics and automation / 0714 Electronics and automation		1 <sup>st</sup> , 2 <sup>nd</sup>	2	tbd
RO IASI05	P CASTELO01	06.5 Electronic Engineering, Telecommunications / 523 Electronics and automation / 0714 Electronics and automation		1 <sup>st</sup> , 2 <sup>nd</sup>	2	tbd

[\*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.]

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 *
P CASTELO01	RO IASI05	06.5 Electronic Engineering, Telecommunications / 523 Electronics and automation / 0714 Electronics and automation		5 days (minimum 8h)	tbd

<sup>4</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>)



RO IASI05	P CASTELO01	06.5 Electronic Engineering, Telecommunications / 523 Electronics and automation / 0714 Electronics and automation	5 days (minimum 8h)	tbd
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### 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>5</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
P CASTELO01		Portuguese	English	B1	B2
RO IASI05		Romanian	English	B1 (no certification required)	B2 English/Romanian (no certification required)

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

#### RO IASI05

<http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara/internationalizare/programul-life-long-learning-erasmus>

<sup>5</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>



## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)
RO IASI05	August 31th APPLICATIONS AND NOMINATIONS DEADLINE	December 15th APPLICATIONS AND NOMINATIONS DEADLINE

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

2. The receiving institution will send its decision **within 5 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

*[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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."]*

### RO IASI05

1. TUASI sends a formal acceptance letter.
2. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at TUIASI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

Application procedure:

<http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara/internationalizare/programul-life-long-learning-erasmus>

### P CASTELO01

1. IPCB sends a formal acceptance letter.
2. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at IPCB. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

Application procedure:

<http://www.ipcb.pt/en/index.php/before-departure>



## F. Information

### 1. Grading systems of the institutions

*[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS-users' guide<sup>6</sup>. 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.]*

#### RO IASI05

Description of grading system

ECTS grade	Local grade	Description of the local grade
A	10	Very good
B	9	Better than good
C	8	Good
D	7, 6	Better than satisfactory
E	5	Satisfactory
FX/F	4 and below	Unsatisfactory (Fail)

In our university 1 full academic year = 60 credits

#### P CASTELO01:

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

### 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:

<sup>6</sup>[http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

Institution [Erasmus code]	Contact details (email, phone)	Website for information
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.aspx/page.aspx">http://www.sef.pt/portal/V10/EN.aspx/page.aspx</a>
RO IASI05	Office for International Relations international@tuiasi.ro Phone/Fax: +40 232 278628	<a href="http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara/internationalizare/programul-life-long-learning-erasmus">http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara/internationalizare/programul-life-long-learning-erasmus</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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
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>
RO IASI05	<a href="#">Office for International Relations</a> international@tuiasi.ro Phone/Fax: +40 232 278628	<a href="http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara/internationalizare/programul-life-long-learning-erasmus">http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara/internationalizare/programul-life-long-learning-erasmus</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
P CASTELO01	Paula Ribeiro gri@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>
RO IASI05	Office for International Relations international@tuiasi.ro Phone/Fax: +40 232 278628	<a href="http://www.dss.tuiasi.ro">www.dss.tuiasi.ro</a>  <a href="http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara">http://www.tuiasi.ro/rectorat/prorectorate/relatii-internationale-si-imagine-universitara</a>



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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
P CASTELO01	Prof. Dr. José Carlos Gonçalves Vice-President	14/03/2014	
RO IASI05	Prof. Ion GIURMA RECTOR	27.05.2014	

<sup>7</sup>Scanned signatures are accepted