

Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021 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 ² (email, phone)	Website (eg. of the course catalogue)
Oulun ammattikorkeakoulu Oulu University of Applied Sciences	SF OULU11	See appendix 1. International Services international@oamk.fi +358 10 27 21030 (switchboard)	www.oamk.fi/english
INSTITUTO POLITECNICO DE CASTELO BRANCO	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	www.ipcb.pt/en

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

B. Mobility numbers³ per academic year

The partners commit to amend the tables 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 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies <i>[number of students x months = total number of months of the study periods*]</i>	Student Mobility for Traineeships * <i>[number of students x months = total number of months of the traineeship periods*]</i>
SF OULU11	PCASTELO01	620	Agriculture, (environment)	1 st 2 nd	2/4	1/3
PCASTELO01	SF OULU11	620	Agriculture, (environment)	1 st 2 nd	2/4	1/3
SF OULU11	PCASTELO01	210	Arts	1 st 2 nd	2/4	1/3
PCASTELO01	SF OULU11	210	Arts	1 st 2 nd	2/4	1/3
SF OULU11	PCASTELO01	720	Health	1 st 2 nd	2/4	1/3
PCASTELO01	SF OULU11	720	Health	1 st 2 nd	2/4	1/3

³ 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 [average duration *]	Staff Mobility for Training *
SF OULU11	PCASTELO01	620	Agriculture, environment	1/5	1
PCASTELO01	SF OULU11	620	Agriculture, (environment)	1/5	1
SF OULU11	PCASTELO01	210	Arts	1/5	1
PCASTELO01	SF OULU11	210	Arts	1/5	1
SF OULU11	PCASTELO01	720	Health	1/5	1
PCASTELO01	SF OULU11	720	Health	1/5	1

*[*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.]*

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 ⁴	
				Student Mobility for Studies	Staff Mobility for Teaching
SF OULU11	All fields	English		B2 or equivalent See http://u.oamk.fi/exchangeadmission	B2 or equivalent
P CASTELO01	All fields	Portuguese	English	B1	B2

For more details on the language of instruction recommendations, see the website of each institution (links provided above).

D. Additional requirements

E. Calendar

1. Applications of nominated students must reach the receiving institution by the dates given below. Sending institution should nominate the students in such a time that the students will have sufficient time to submit the application by the given deadline.

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SF OULU11	31 May, except 15 April for the School of Health and Social Care	31 October, except 30 September for the School of Health and Social Care
P CASTELO01	May 31 (April 30 for students with Visa requirement)	30 November

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

⁴ 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>

2. The receiving institution will send its decision within 5 weeks of the end of the application period.
3. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

This agreement shall remain in effect for the duration specified in the beginning of the agreement.

Either party may terminate this agreement during its validity, provided that a notice of termination is given one academic prior to the actual termination. E.g. a notification given by 1 September 20XX will take effect in the beginning of next academic year (i.e. 1 September 20XX+1). Any mobility periods that have already been agreed upon or have commenced prior to the notice of termination of the agreement will be executed as planned as if the agreement had remained in force. 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

Oulu University of Applied Sciences' grading scale is either numeric from 0 (fail) to 5 (excellent), or verbal on scale pass/fail. A number of courses, assignments and modules can be assessed on the scale of pass/fail in which case numeric grades are not given. A (verbal) pass grade means that the student has reached the objectives and learning outcomes of the course. Thus, an Oulu UAS verbal grade "pass" is not to be interpreted as only the lowest possible pass grade. Oulu UAS's curricula are competence-based and objectives, learning outcomes and assessment of courses are defined in the course descriptions. Assessment in Oulu University of Applied Sciences is not based on statistical distribution of grades. Further information on assessment: <http://u.oamk.fi/assessment>. Further information on curricula: <http://u.oamk.fi/curricula>.

P CASTELO01: ECTS credits and scale:

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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
Oulu University of Applied Sciences SF OULU11	See appendix 1	<a href="http://u.oamk.fi/exchangevisaspe
rmits">http://u.oamk.fi/exchangevisaspe rmits
P CASTELO01	Foreign People and Borders Office Tel: + 351 272 349 500 del.cdbranco@sef.pt	<a href="http://www.sef.pt/portal
/V10/EN/asp/page.aspx">http://www.sef.pt/portal /V10/EN/asp/page.aspx

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 Name Name in English Erasmus code	Contact details (email, phone)	Website for information
SF OULU11	See appendix 1	http://u.oamk.fi/exchangeinsurance
P CASTELO01	European Commission (Employment, Social Affairs & Inclusion)	European Health Insurance Card http://ec.europa.eu/social/main.jsp?catalogId=559 http://www.icpb.pt/en/index.php/beforedeparture

All persons moving within this agreement must obtain a comprehensive health/travel insurance for the entire time spent abroad. It is sending institution's responsibility to inform their outgoing mobility participants about this requirement.

Oulu University of Applied Sciences does not provide insurance coverage for foreign students or staff members not employed by Oulu University of Applied Sciences. Thus, mobility participants will have to obtain their own health/travel insurance before leaving for Finland. The insurance has to be issued by a reliable and solvent company or institution. NOTICE! European Health Insurance Card (EHIC) is NOT considered to be an adequate insurance for an exchange period at Oulu University of Applied Sciences. In addition to EHIC, incoming mobile students and staff members must have also private traveler's insurance covering health care costs (minimum coverage 100 000 EUR at the cost level of 2013), repatriation and medical evacuation, personal property, and third-party liability for the duration of their stay in Finland.




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
SF OULU11	See appendix 1	http://u.oamk.fi/exchangeaccommodation
P CASTELO01	Paula Ribeiro gri@ipcb.pt Ph.: + 351 272 339 625	http://www.icpb.pt/en/index.php/before-departure

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution Name in original language Name in English Erasmus Code	Institution Name in original language Name in English Erasmus Code
Oulun seudun ammattikorkeakoulu - Oulu University of Applied Sciences SF OULU11	Instituto Politécnico de Castelo Branco P CASTELO01
Name and function of the official representative	Name and function of the official representative
Allan Perttunen Director of International Affairs	Prof. Dr. José Carlos Gonçalves Vice-President
Signature	Signature
	
Date	Date
09.01.2014	28/01/2014
Stamp or seal of the institution	Stamp or seal of the institution
	

Contact information of Oulu University of Applied Sciences

School/Unit/Name	Telephone Fax	Email	Postal Address
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Mr. Sami Niemelä International Relations Officer: student mobility Erasmus Institutional Co-ordinator Accommodation of incoming exchange students Insurance Visa and residence permit information	+358 10 27 22848 +358 10 27 21370	sami.niemela@oamk.fi	Kiviharjuntie 8 FI-90101 OULU, FINLAND
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