



Erasmus+ Programme

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

Inter-institutional agreement 2019/20-2021/22 between institutions from programme and partner countries

Minimum requirements

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 (or equivalent) 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 (email, phone)	Website (e.g. of the course catalogue)
UNIVERSIDADE DE ÉVORA (signing on behalf of the AMIGO Consortium)	P EVORA01	Profª. Cesaltina Pires - Legal Representative, Vice-Rector Drª Alexandra Fernandes., Mobility Support Office Academic Services Email: mobility@uevora.pt Telf: +351 266 760 242 Address: Largo dos Colegais, nº. 2 7000-803 Évora, Portugal	www.uevora.pt Erasmus incoming information: http://www.ip.uevora.pt/en
UNIVERSIDADE DE LISBOA	P LISBOA109		
UNIVERSIDADE NOVA DE LISBOA	P LISBOA03		
UNIVERSIDADE DE AVEIRO	P AVEIRO01		
INSTITUTO POLITÉCNICO DE TOMAR	P TOMAR01		
Universidade Federal da Paraíba	João Pessoa, Paraíba, Brazil	Profª. Elaine Espindola Baldissera Director of Academic Mobility	https://www.ufpb.br/acieng

B. Mobility numbers 2018-2021

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 st , 2 nd or 3 rd]	Number of student mobility periods Student Mobility for Studies [total number of months of the study periods or average duration]
AMIGO Consortium	Universidade Federal da Paraíba	13	Natural Science	3 rd (PhD)	2 student, for 3 months

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 Staff Mobility for Training [total number of days of teaching periods or average duration ¹]	
Universidade Federal da Paraíba	AMIGO Consortium	14	Social Science	1 Staff, for 14 days	
		13	Natural Science	1 Staff, for 14 days	1 Staff, for 14 days
AMIGO Consortium	Universidade Federal da Paraíba	06	Engineering, Technology	1 Staff, for 14 days	1 Staff, for 14 days
		06	Humanities	1 Staff, for 14 days	

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:

¹ 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>

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Erasmus mobility for students Minimum recommended level (B1)	Erasmus mobility for teachers Minimum recommended level (B2)
ANIGO Consortium		Portuguese	English (selected courses)	B1	B2
Universidade Federal de Paraíba		Portuguese	English (selected courses)	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. Respect of fundamental principles and other mobility requirements

The Higher Education Institution located in a Programme country of Erasmus + must respect the Erasmus Charter for Higher Education of which it must be a holder. The Charter can be found here:

https://eacea.ec.europa.eu/homepage_en

The Higher education Institution located in a partner country of Erasmus + must respect the following set of principles and requirements:

The Higher Education Institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups;
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students;
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory or library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The Higher Education Institution located in a partner country of Erasmus further undertakes to:

Before the Mobility



- Provide information on courses (content, level, Scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the Information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organizational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the Information / housing section for contact details.

During and after the mobility

Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.

Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.

Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.

Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.

Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E - Additional requirements

AMIGO Consortium:

- Master students it's required to send a bachelor certificate OR a transcript of records with 180 ECTS credits to the Mobility and International Relations Office. All master programs are successive master programs at P EVORA O1. A following master's program builds on a previously completed bachelor's program **in the same field of studies**.
- It's also required to PhD students to send a master certificate to the Mobility and International Relations Office. PhD students will only receive ECTS credits if they complete courses at the host institution. Therefore, they will not receive any ECTS credits from the host institution for PhD-related research they undertake. The home institution is responsible for accrediting PhD students with ECTS credits for research completed at the host institution.



- It is not possible for students to hand-in their final BA-/MA-/PhD-thesis at the host institution. Final theses need to be graded by the home institution.
- University of Évora offers counseling for students with disabilities and chronic diseases. We assist with finding suitable accommodation (wheelchair users are advised to apply for accommodation as early as possible), we provide information about public transport, access to health care, and about financial support in case of additional disability expenditure on the part of the student. The Office for Students with Special Needs moreover gives information concerning the accessibility of university buildings and helps to move a class to another room, if needed. Accommodated study and exam conditions, e.g. additional study papers for blind and visually impaired students, or extra time to use technical devices during exams can also be arranged.

Contacts - email: mobility@uevora.pt telephone: +351 266 760242

- For the implementation of STA/STT-mobilities, a letter of invitation – issued by the University of Évora – contact person – is required.

F. Calendar

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

Receiving institution [Erasmus code]	Autumn term' [month]	Spring term' [month]
AMIGO Consortium	1 st call of applications will be open from June 2021; 2 nd call of applications will be open October 2021	
Universidade Federal da Paraíba		

2. The receiving institution will send its decision within 4 weeks.

Transcript of Records

A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the end of the exchange period given that the transcript form and all relevant course work has been graded.

Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. Information

1. Grading systems of the institutions

AMIGO Consortium: Information available at www.uevora.pt

Universidade Federal da Paraíba: Information available at www.ufpb.br

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
ANIGO Consortium	email: mobilidade@sac.uevora.pt mmorais@uevora.pt	www.uevora.pt
Universidade Federal da Paraíba	E-mail: mobilidade@aci.ufpb.br acordos@aci.ufpb.br	Temporary Visa: https://www.ufpb.br/acieng/contents/menu/mobility-incoming/temporary-visa

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
ANIGO Consortium	email: mobilidade@sac.uevora.pt mmorais@uevora.pt	www.uevora.pt
Universidade Federal da Paraíba	E-mail: mobilidade@aci.ufpb.br acordos@aci.ufpb.br	www.ufpb.br/aci

4. Housing



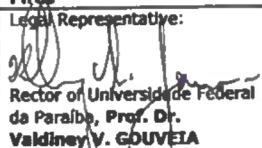
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution	Contact details	Website for information
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[Erasmus code]	(email, phone)	
AMIGO Consortium	email: mobilidade@sac.uevora.pt mmorais@uevora.pt	www.uevora.pt
Universidade Federal da Paraíba	E-mail: mobilidade@ac.ufpb.br acordos@ac.ufpb.br	www.ufpb.br/ac

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
AMIGO Consortium	Legal Representative: Vice-Rector of Universidade de Évora, Prof. Cesaltina Pires		 
Universidade Federal da Paraíba	Legal Representative:  Rector of Universidade Federal da Paraíba, Prof. Dr. Valdiney V. GOUVEIA Valdiney Valeso Gouveia Reitor - UFPB Mat. SIAPE 63382349		

Scanned signatures are accepted

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