



ERASMUS+ PROGRAMME
Key Action 1
- Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-Institutional agreement for the academic years: 2018-2021

A. Information about higher education institutions

Between (Name of the institution and department, where relevant)	Erasmus CODE	Universidade da Beira Interior
	P COVILHA01	
Contact details (name, email, phone, website)	Prof. Doutor João Manuel Messias Canavilhas – Vice Rector and Erasmus+ Institutional Coordinator Convento de Santo António – 6201-001 Covilhã – Portugal Tel.: +351275242056 Email: erasmus.mobilidade@ubi.pt	
And (Name of the institution and department, where relevant)	Erasmus CODE	Università DEgli Studi di Udine PIC-Number 999899281
	I UDINE01	
Contact details (name, email, phone, website)	Claudia.schileo@uniud.it outgoing mobility & Erasmus Studio Agreements Fax +39-0432-556229 phone:+39-0432-556221 International Student Service iss@uniud.it incoming exchange mobility fax +39-0432-556496 phone +39-0432-556218/556497 https://www.uniud.it/en/uniud-international/incoming-exchange-students general course catalogue: https://www.uniud.it/en/education/offer courses held in english: https://www.uniud.it/en/education/didactic-information/courses-taught-in-english-and-other-languages/courses	
Institutional contact person (name, address, phone, fax, e-mail)	Academic contact prof. P. BARBAREWICZ: piotr.barbarewicz@uniud.it DPIA Tel +39-0432-558264	

The institutions named above 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.

B. Mobility Numbers 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 code]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies (SMS)	Student Mobility for Traineeships (SMP)
I UDINE01	P COVILHA01	02.0 (0731)	Architecture	1 st and 2 nd Cycle	2x10	---
P COVILHA01	I UDINE01	02.0 (0731)	Architecture	1 st and 2 nd Cycle	2x10	---

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
I UDINE01	P COVILHA01	02.0 (0731)	Architecture	1x5 days (8 hours)	1x5 days (8 hours)
P COVILHA01	I UDINE01	02.0 (0731)	Architecture	1x5 days (8 hours)	1x5 days (8 hours)

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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I UDINE01	Italian	English	B1 (No Certificate Required)	B2 (No Certificate Required)
P COVILHA01	Portuguese	English	B1 (No Certificate Required)	B2 (No Certificate Required)

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

University of Beira Interior (P COVILHA01):

The University of Beira Interior has The "Erasmus Student Network (ESN)". The ESN Covilha is an international nonprofit organization. Its mission is to represent the international students, providing opportunities for cultural knowledge and personal development based on the principle of mutual aid of the students. ESN is active in 36 countries and is constituted by 12,000 members of 396 sections, which work voluntarily with the Universities providing service to 150,000 students. They will help incoming students with practical issues such as, registration procedures, open a bank account, etc.

Language courses: During the academic year, Portuguese language lectures will take place twice a week. Each student is welcome to attend this language course. It is a way to develop the autonomy and the Portuguese language knowledge of each student.

The University of Beira Interior welcomes students and staff with disabilities and provides an information and assistance center.

At the University of Udine:

The original transcript of records (no carbon copy is accepted) with the exams done by Italian exchange students can be given or sent directly to them OR to the International Relations and Mobility Office of I UDINE01.

The Learning Agreement and any changes made to the original Learning Agreement have to be given to the Italian student who will submit them to the approval of the academic coordinator.

Incoming Erasmus students/partner universities can check the information about extension of the study period and changes to the original Learning Agreement on the website of I UDINE01:

<https://www.uniud.it/en/uniud-international/incoming-exchange-students>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term	Spring term
I UDINE01	15 May (nomination)	30 September (nomination)
P COVILHA01	31 st May	31 st October

2. - I UDINE01 will send a detailed Erasmus nomination list by e-mail. I UDINE01 cannot guarantee any other nomination modality.
3. - Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). I UDINE01 cannot guarantee the acceptance of any other nomination modality by partner Universities (such as online nominations etc...).
4. - I UDINE01 will send the letter of acceptance and information package within 8 weeks from reception of the nomination letter.
5. - Erasmus incoming students at I UDINE01 have to collect the Transcript of Records before leaving Udine. Should they fail to do so, the Transcript of Records will be issued and sent directly to the students' personal address by I UDINE01 within 5 weeks.

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>

6. Termination or modification of the agreement:

A unilateral decision to discontinue or to change the exchanges notified to the other party by September 20/./ will only take effect from 1st October of the following new academic year.

F. Information

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange.

1. Grading system of the institutions:

University of Beira Interior (P COVILHA01):

[https://www.ubi.pt/Entidade.aspx?id=ECTS Information Package Course Catalogue](https://www.ubi.pt/Entidade.aspx?id=ECTS%20Information%20Package%20Course%20Catalogue)

ECTS grading scale:

ECTS Grade	Portuguese Grade	Definition	
A	18-20	Excellent	Best 10%
B	16-17	Very Good	Next 25%
C	14-15	Good	Next 30%
D	10-13	Adequate	Next 25%
E	<10	Fail	Next 10%

[Erasmus code]	WEB PAGE
I UDINE01	https://www.uniud.it/en/uniud-international/incoming-exchange-students/during-your-stay/ects

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:

Receiving Institution [Erasmus code]	Contact details	Website for information
I UDINE01	ISS@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students
P COVILHA01	Dra. Cristina Mota Office of Internationalization, Internships and Careers Tel.: +351275242061 Email: gisp@ubi.pt	https://www.ubi.pt/Entidade.aspx?id=ECTS Information Package Course Catalogue

3. Insurance

a) In the case of students from the European Economic Area, they must obtain the European Health Card in their country of origin, prior to departure.

b) Students not fitting into the category detailed in a) must obtain private 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.

Exchange students are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:

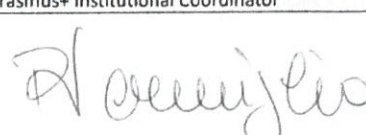

Receiving institution [Erasmus code]	Contact details	Website for information
I UDINE01	ISS@uniud.it	At the University of Udine: Non-EU students must subscribe a private insurance in order to obtain a VISA for the study period. EU students can ask their home authorities for the European Health Insurance ("TEAM") for the full Erasmus study period.
P COVILHA01	Dra. Cristina Mota Office of Internationalization, Internships and Careers Tel.: +351275242061 Email: gisp@ubi.pt	https://www.ubi.pt/Entidade.aspx?id=ECTS Information Package Course Catalogue

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:

Receiving institution [Erasmus code]	Contact details	Website for information
I UDINE01	ISS@uniud.it	https://www.uniud.it/en/uniud-international/incoming-exchange-students
P COVILHA01	D. Filomena Dias Tel.: +351275319700 (ext. 2802). Email: fdias@ubi.pt	https://www.ubi.pt/Entidade.aspx?id=ECTS_Information_Package_Course_Catalogue or https://www.ubi.pt/Entidade.aspx?id=SASUBI Alojamento

SIGNATURES OF THE INSTITUTIONS (legal representatives):

Name and Erasmus code of Institution: Università Degli Studi di Udine I UDINE01		Name and Erasmus code of Institution: Universidade da Beira interior P COVILHA01	
Name and function of the official representative: prof. Rossana Vermiglio Vice Rector for Erasmus+Studio Mobility		Name and function of the official representative: Prof. Doutor João Manuel Messias Canavilhas Vice Rector and Erasmus+ Institutional Coordinator	
Signature:	Vice Rector for Erasmus+Studio Mobility prof. Rossana Vermiglio	Signature:	
Date:		Date:	10.01.18
Stamp:		Stamp:	 11.01.18


UNIVERSIDADE
BEIRA INTERIOR
Gabinete
Internacionalização
e Saídas Profissionais