Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional[1] agreement 2019-2021
between programme countries
[Minimum requirements][2]

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[3] (email, phone)	Website (eg. of the course catalogue)
Universidad de Vigo	**E VIGO01**	Head of the International Relations Office Amelia Rodríguez Piña Dir.ori@uvigo.es +34 986 813 751 Departmental Coordinator María González García relintenfpo@gmail.com +34 986 211 900	www.uvigo.gal
INSTITUTO POLITÉCNICO DE SANTARÉM	**P SANTARE 01**	**Erasmus Institutional Coordinator:** International Office Céu Martins ceu.martins@sc.ipsantarem.pt **+351+243309530** **Health School Contact Person: Cátia Luís** catia.luis@essaude.ipsantarem.pt Health School Erasmus Coordinator: **Profª Rosário Pinto mrosariopinto.essaude@gmail.com**	*www.ipsantarem.pt* *http://si.essaude.ipsantarem.pt/essaude_si/web_page.inicial*

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

[2] Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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

B. Mobility numbers[4] 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, 1st , 2nd or 3rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E VIGO01	P SANTARE01	913	Nursing	1st, 2nd	3 students / 4 months	4 students/4 months
P SANTARE01	E VIGO01	913	Nursing	1st	3 students/4 months	4 students/4 months

[*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 SANTARE01	E VIGO01	913	Nursing	3 persons / 3 x 5 days	3 persons / 3 x 5 days

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[4] 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)
** Isecd 1997(2011) and Isced 2013

E VIGO01	P SANTARE01	913	Nursing	3 persons / 3 x 5 days	3 persons / 3 x 5 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:

Receiving institution [Erasmus code]	*Optional: Subject area*	Language of instruc-tion 1	Language of instruc-tion 2	Recommended language of instruction level[5]	
				Student Mobility for Studies [*Minimum recommended level: B1*]	Staff Mobility for Teaching [*Minimum recommended level: B2*]
P SANTARE01	913	Portuguese	English	Recommended: B1:Portuguese or English	Recommended B2:Portuguese or English
E VIGO01	913	PT	ENGLISH(only for available English Courses)	B1	B2

All compulsory language requirements must be specifically indicated in this agreement. For more details on the language of instruction recommendations, see the course catalogue of each institution.

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

E VIGO01:
Students and staff with disabilities:
http://extension.uvigo.es/extension_en/diversidade/index.html

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[5] 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 SANTARE01	June 30	November 30
E VIGO01	May 31	October 15

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

A <u>Transcript of Records</u> 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 have been submitted by the student.

<u>Termination of the agreement.</u> 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.

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[6]. 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.]

P SANTARE 01: *grading system*

In the Portuguese university system, each course unit is graded on a scale from 0 to 20 points, and each numerical grade corresponds to a qualitative grade as follows:

Numerical grade	Qualitative grade
18-20	Very Good (Muito Bom)
14-17	Good (Bom)

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[6] http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

9.5-13	Pass (Aprovado)
0-9	Fail (Reprovado)

When a student does not take the corresponding examination or final assessment, this is reflected as Faltou (Absent). To pass a course unit, a student must receive a grade of at least 10 points out of 20.

E VIGO01: *grading system*

The student workload consists of the time required to complete all   planned learning activities (l ectures, seminars, etc.) and private study (preparation for exams, writing of papers, reading, etc .): 1 ECTS credit= 25 hours.

Marks / Definition

Matrícula de honor (10)EXCELLENT - outstanding performance with only miror errors: just in ve ry excepcional cases.

Sobresaliente (9.0_9.9) VERY GOOD - above the average standard but with some errors.

Notable   (7.0_8.9) GOOD - generally sound work with a number of notable errors

Aprobado (5.0_6.9) SATISFACTORY/SUFFICIENT - performance meets the minimun criteria. Ave rage performance.

Suspenso   (less than 5) FAILED

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

P SANTARE01	SEF Serviço de Estrangeiros e Fronteiras	http://www.sef.pt/portal/V10/EN/aspx/page.aspx
E VIGO01	Inés Morais Fontenla Incoming.ori@uvigo.es +34 986 811 947	http://www.uvigo.gal/uvigo_en/administracion/ori/estranxeiros/guia/visados_permiso_residencia.html

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 SANTARE01	Ceu.martins@sc.ipsantarem.pt	
E VIGO01	Inés Morais Fontenla Incoming.ori@uvigo.es +34 986 811 947	http://www.uvigo.gal/uvigo_en/administracion/ori/estranxeiros/guia/cobertura_sanitaria.html

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 SANTARE01	Ceu.martins@sc.ipsantarem.pt	
E VIGO01	Inés Morais Fontenla Incoming.ori@uvigo.es +34 986 811 947	http://extension.uvigo.es/extension_en/comedores_aloxamento/aloxamento/index.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives, or delegates e.g. Faculty deans, Institutional Coordinators)

Institution [Erasmus code]	Name, function	Date	Signature[7]
P SANTARE01	PhD João Moutão Vice-President	16-10-2019	
E VIGO01	María Isabel Doval Ruíz Vicerrectora de Responsabilidad Social, Internacionalización y Cooperación		

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[7] Scanned signatures are accepted