



# **Erasmus+ Programme**

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

### **Inter-institutional agreement 2014/2015-2020/2021 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.



**TÉCNICO LISBOA**

**Técnico Lisboa  
(Universidade de Lisboa)  
P LISBOA109**



**University of Udine**

**I UDINE01**

## A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details	Website (eg. of the course catalogue)
Técnico Lisboa	<b>P LISBOA109</b>		<a href="http://tecnico.ulisboa.pt/en/education/masters/">http://tecnico.ulisboa.pt/en/education/masters/</a>
Institutional Erasmus Coordinator		Silvia Santos NMCI Av. Rovisco Pais, 1049-001 Lisboa Phone-+351218419545 <a href="mailto:silvia.santos@tecnico.ulisboa.pt">silvia.santos@tecnico.ulisboa.pt</a>	
Student Mobility Coordinators (SMC)		Cristina Sousa & Paula Lopes NMCI Av. Rovisco Pais, 1049-001, Lisboa Phone-+351218419245 & +351218417685 <a href="mailto:cristina.sousa@tecnico.ulisboa.pt">cristina.sousa@tecnico.ulisboa.pt</a> <a href="mailto:paula.lopes@tecnico.ulisboa.pt">paula.lopes@tecnico.ulisboa.pt</a>	
<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office V. Palladio, 8 33100 Udine ITALY</i>	<b>IUDINE01</b>	<a href="mailto:claudia.schileo@uniud.it">claudia.schileo@uniud.it</a> outgoing mobility & Erasmus Studio Agreements Fax + 39-0432-556229 phone:+39-0432-556221  International Student Service <a href="mailto:iss@uniud.it">iss@uniud.it</a> incoming exchange mobility fax + 39-0432-556496 phone + 39-0432-556218/556497	general course catalogue: <a href="http://www.uniud.it/didattica/facolta">http://www.uniud.it/didattica/facolta</a>  courses held in english: <a href="http://www.uniud.it/international-area">http://www.uniud.it/international-area</a>
Academic contacts: Prof. De Angelis A. <a href="mailto:Alessandro.deangelis@uniud.it">Alessandro.deangelis@uniud.it</a>			

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## 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 *	Subject area name *	Study cycle 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup>	Number of student mobility periods
					Student Mobility for Studies [months per study period]
P LISBOA109	IUDINE01	0533	Physics	2 <sup>nd</sup> cycle	<b>1X10 months</b>
P LISBOA109	IUDINE01	0541	Mathematics	2 <sup>nd</sup> cycle	<b>2x5 months each</b>
IUDINE01	P LISBOA109	0533	Physics	2 <sup>nd</sup> cycle	<b>1X10 months</b>
IUDINE01	P LISBOA109	0541	Mathematics	2 <sup>nd</sup> cycle	<b>2x5 months each</b>

<sup>1</sup> Students must have completed their BSc education to participate in the exchange programme.

<sup>2</sup> Only classes in Master Programmes are given in English.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code *	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [days / teaching period]	Staff Mobility for Training [days / training period]

\* See Appendix 1 for the Area Code and Subject Name

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<b>P LISBOA109</b>	<b>IUDINE01</b>	0533	<b>Physics</b>	1 teacher/8hours	
<b>IUDINE01</b>	<b>P LISBOA109</b>	0533	<b>Physics</b>	1 teacher/8hours	

### 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	
				Student Mobility for Studies	Staff Mobility for Teaching
<b>P LISBOA 109</b>		English (2 <sup>nd</sup> cycle)	Portuguese (1 <sup>st</sup> cycle)	B2	B2
<b>IUDINE01</b>		Italian	English	B2	

### D. Additional requirements

**P LISBOA109 – Information for incoming exchange students**

- 1 Exchange students will meet the admission requirements of the host university in terms of prerequisites for courses and language proficiency.
- 2 The host university will provide Reception Days for incoming students.
- 3 Exchange students are entitled to the same rights and privileges as students normally enrolled at the host university, except for the right for graduation.
- 4 The host university will comply with all relevant health and safety regulations of the host country for incoming exchange students.

### **IUDINE01**

#### **At the University of Udine:**

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

The Learning Agreement or the changed Learning Agreement has to be given to the Italian student who will submit to the approval of the professor coordinator.

The incoming Erasmus student/partner universities can check information about extension of study period and changes to the original L. Agreement on the web site of I UDINE01:

<http://www.uniud.it/international-area/incoming-mobility/Prolungamento%20periodo%20di%20studio%20-%20Extension%20study%20period/prolungamento-del-periodo-di-studio?lingua=eng>

<http://www.uniud.it/international-area/incoming-mobility/modifiche-piano-di-studi-changes-to-original-proposed-learning-agreement/modifiche-piano-di-studi-learning-agreement?lingua=eng>

## **E. Calendar**

### 1. Application deadlines

<b>Receiving institution</b> [Erasmus code]	<b>Autumn term</b> [month]	<b>Spring term</b> [month]
P LISBOA109	15 <sup>th</sup> May till 15 <sup>th</sup> June	15 <sup>th</sup> October till 15 <sup>th</sup> November
<b>IUDINE01</b>	15 May (nomination letter)	30 September (nomination letter)

### **P LISBOA109**

1- **Link to the online applications-** <http://nmci.ist.utl.pt/en/estudar-no-ist/programas-de-mobilidade/erasmus/processo-de-candidatura/>

All documents must be submitted online. No hard copies are needed.

- 2- Técnico sends by mail notification on admission automatically within 5 weeks.
- 3- Técnico only sends Acceptance Letters to students that need Visa.
- 4- The host university will issue a Transcript of Records no later than **5** weeks after the assessment period has finished.
- 5- Termination of the agreement

If one or both parties wish to terminate the agreement a notice period 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."

## **IUDINE01**

- **I UDINE01** will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from I UDINE01.
- Partner Universities have to send a detailed Erasmus nomination list by e-mail (to [iss@uniud.it](mailto:iss@uniud.it)). **I UDINE01** cannot guarantee the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc...).
- **I UDINE01** will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.
- Erasmus incoming student at **I UDINE01** has to collect the Transcript of Records before leaving Udine, otherwise the Transcript of Records will be issued and sent by I UDINE01 no later than 5 weeks directly to the personal post address of the student.

## **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>1</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.]*

## **P LISBOA109**

Grades and credits at Técnico Lisboa

The IST classification scale ranges from 10 to 20, linearly, in which 10 is the minimum mark to obtain approval. The awarding of ECTS classification is based on the distribution of marks obtained by all the students approved in the course unit in the last three academic years (can be extended to the last four or five ears, if necessary), according to the following overall distribution:

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<sup>1</sup> [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

ECTS Classification	Mean % of achieving students in a course unit	Definition
A	10	10% - Highest classifications on the 10-20 mark scale
B	25	25% - Following classifications on the 10-20 mark scale
C	30	30% - Following classifications on the 10-20 mark scale
D	25	25% - Following classifications on the 10-20 mark scale
E	10	10% - Lowest classifications on the 10-20 mark scale

Institution [Erasmus code]	WEB PAGE
I UDINE01	<a href="http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng">http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng</a>

**Please fill in the missing information**

**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.


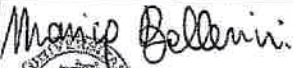

The following contact points and information sources can provide information and assistance:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
<b>P LISBOA109</b>	Ana Barbosa NMCI Av. Rovisco Pais, 1049-001 Lisboa Phone:+315218417550 ana.barbosa@tecnico.ulisboa.pt	<a href="https://docs.google.com/spreadsheets/ccc?key=0AjXu63umi3n0dHRjM2xGalFPVFB6RzZtcXFzUXFKc0E#gid=0">https://docs.google.com/spreadsheets/ccc?key=0AjXu63umi3n0dHRjM2xGalFPVFB6RzZtcXFzUXFKc0E#gid=0</a>
<b>IUDINE01</b>		<a href="http://www.uniud.it/international-area/Incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng">http://www.uniud.it/international-area/Incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng</a>





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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup> and stamp
<b>P LISBOA109</b>	Professor Arlindo Oliveira President of Técnico Lisboa	27.01.2014	 TÉCNICO LISBOA
<b>IUDINE01</b>	Vice Rector for International Mobility prof. M. Ballerini	09.01.2014	 

<sup>2</sup> Scanned signatures may be accepted provided they are identical to the original document.

