Erasmus+ Programme

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

Inter-institutional agreement 2014-21

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	Erasmus code	Contact details1	Website
Universitat de les Illes Balears	E PALMA01	Ricardo Sagrera Gazeley, Head of the International Office. Ctra de Valldemossa km7.5, 07122 Palma. Tel.+34971173120, Fax +3497172763, erasmus@uib.cat Rosa Miró Bonet, Nursing and Physiotherapy Department. Tel. +34971259858. rosa.miro@uib.es	www.uib.es/ www.uib.cat/MONbilitat/ http://www.uib.eu/Studies/grau/
INSTITUTO POLITÉCNICO 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

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	TO	*Subject area code* [ISCED]*	*Subject area name**	*Study cycle*	Number of student mobility periods	
					Total number of students	*Total number of months*
E PALMA01	P CASTELO01	723	Nursing and caring		2	5
P CASTELO01	E PALMA01	723	Nursing and caring		2	5

FROM	TO	*Subject area code**	*Subject area name**	Number of staff mobility periods

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

		[ISCED]		Staff Mobility for Teaching	Staff Mobility for Training*
				Total number of days of teaching period	Total number of days of training period
E PALMA01	P CASTELO01	723	Nursing and caring	1 week	1 week
P CASTELO01	E PALMA01	723	Nursing and caring	1 week	1 week

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	*Optional: Subject area*	Language of instruction 1	Language of instruction 2	Language of instruction 3	Recommended language of instruction level[2]	
					Student Mobility for Studies	*Staff Mobility for Teaching*
E PALMA01	723 Nursing and caring	Catalan	Spanish	English	A2 Spanish A2 English	A2 Spanish A2 English
P CASTELO01	723 Nursing and caring	Portuguese	English		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. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.] - http://oficinasuport.uib.es/

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E PALMA01	Nominations deadline-30 April Application deadline-30 June	Nominations deadline-30 September Application deadline-30 November
P CASTELO 01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

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

[2] 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 4 week.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

   In the event of unilateral termination, a notice 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.

   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

E PALMA01 - REGULATORY AGREEMENT of July 22nd 2010 by virtue of which the regulation governing University of the Balearic Island student exchange programmes is approved. (https://seu.uib.cat/fou/acord/94/9492.html)

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Article 34. Yardstick for the recognition of credits

When credits are recognized and grades are assigned for each subject the students have studied, the following guidelines shall be taken into account in order of preference:

ECTS grades	Term used in English	UIB grading interval/ grade	Term
A	Distinction[1]	9.5-10 / 10	Matrícula d'honor[2]
A	Excellent	9-10 / 9.5	Excel·lent
B	Very good	8-8.9 / 8.5	Notable
C	Good	7-7.9 / 7.5	Notable
D	Satisfactory	5.9-6.9 / 6.5	Aprovat
E	Pass	5-5.9 / 5	Aprovat
F/FX	Fail	< 5 / 4	Suspens

[1] Requires a «Very good» plus a special mention by the lecturer.

P CASTELO 01: ECTS credits and scale:

1 full academic year = 60 credits

1 semester = 30 credits

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
E PALMA01	http://www.uib.es/mobilitat/Intercanvis-a-la-UIB/	
P CASTELO 01	Foreign People and Borders Office Tel: +351 272 349 500 del.cbranco@sef.pt	http://www.sef.pt/portal/V10/EN/aspx/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 [Erasmus code]	Contact details (email, phone)	Website for information
E PALMA01	http://www.uib.es/mobilitat/Intercanvis-a-la-UIB/	
P CASTELO 01	European Commission (Employment, Social Affairs & Inclusion)	European Health Insurance Card http://ec.europa.eu/social/main.jsp?catId=559 http://www.ipcb.pt/en/index.php/before-departure

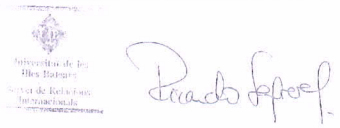
4. Housing

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
E PALMA01	http://www.uib.eu/Visitors/UIB-Useful-information/	
P CASTELO 01	Paula Ribeiro gri@ipcb.pt Ph.: +351 272 339 625	http://www.ipcb.pt/en/index.php/before-departure

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[3]
E PALMA01	Ricardo Sagrera Gazeley, Head of the International Office	21/11/2013	
P CASTELO 01	Prof. Dr. José Carlos Gonçalves Vice-President	12/02/2014	

[3] Scanned signatures are accepted