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.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDAD DE MÁLAGA	E MALAGA01	Lilian Barranco, International Relations and Cooperation Unit, Aulario Rosa de Gálvez, Bulevar Louis Pasteur, 35. Campus de Teatinos, 29071 Málaga. Tel.: +34 952 134144, Fax: +34 952 132971, e-mail: lbarranco@uma.es	http://www.uma.es http://www.uma.es/relaciones-internacionales/
INSTITUTO POLITÉCNICO DE CASTELLO BRANCO	P CASTELO01	Instituto Politécnico de Castelo Branco Gabinete de Relações Internacionais Av. Pedro Álvares Cabral, N.º 12 6000-084 Castelo Branco Portugal Tel: +351 272339600 Fax:+351 272339601 Email: cbaptista@ipcb.pt	www.ipcb.pt
[...]			

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 November 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	*Student Mobility for Traineeships*
E MALAGA01	P CASTELO01	214	Design	1ST*	2 X 6 = 12	
		52	Engineering	1ST*	2 X 6 = 12	
P CASTELO01	E MALAGA01	214	Design	1ST*	2 X 6 = 12	
		52	Engineering	1ST*	2 X 6 = 12	

*** 2nd and 3rd level student exchanges will be signed in a different inter-institutional agreement.**

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*
E MALAGA01	P CASTELO01	214	Design	5 days (maximum)	
		52	Engineering		
P CASTELO01	E MALAGA01	214	Design	5 days (maximum)	
		52	Engineering		

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**	
			Student Mobility for Studies [*Minimum recommended level: B1*]	Staff Mobility for Teaching [*Minimum recommended level: B2*]
E MALAGA01	SPANISH	Some courses are offered in ENGLISH http://www.uma.es/media/files/ISI_Titulaciones_GRADOS_asig_autorizadas_impartir_docencia_Ingles_1314.pdf	B1	B2
P CASTELO01	Portuguese	English	B1	B2

No certification is requested.

For more details on the language of instruction recommendations
http://www.uma.es/relaciones-internacionales/cms/menu/movilidad-estudiantes/europa/erasmus-recibidos/

D. Additional requirements

Home institution has to provide the International Relations and Cooperation Office with the "Nomination of incoming Erasmus students selected" to study at the University of Málaga. Nomination is essential for acceptance.

UMA can only accept the number of students stipulated in the actual inter-institutional agreement.

UMA cannot accept Erasmus students from areas of study different from those stipulated in the actual inter-institutional agreement.

Some modules have limited places (especially in the Faculty of Languages and Humanities). Different options for modules/subjects should be considered.

No hard copies are required for application forms or learning agreements (online procedure for both documents).

The University of Málaga has the infrastructure to welcome students and staff with disabilities. Acceptance and further arrangements need to be agreed in advance.

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 MALAGA01	15th June	1st November*
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

*Medicine students only 15th June for 1st and 2nd semester and full academic year.

2. E MALAGA01

   The receiving institution will send its decision within a number of weeks depending on the date of the reception of the official nomination of students selected. Nevertheless it will always be by the 15th of June.

P CASTELO01

The receiving institution will send its decision within a number of weeks depending on the date of the reception of the official nomination of students selected. Nevertheless it will always be by after 31 of May.

3. E MALAGA01 / P CASTELO01

   A Transcript of Records will be issued by the International Relations and Cooperation Office no later than 7 weeks after the assessment period has finished at UMA.

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

The grading system used by Spanish universities is based on specific attainment levels, rather than on a numerical scale or statistical basis. It should be noted that the mark, 'Matrícula de Honor', which is the highest grade, is rarely given.

Spanish denomination	English denomination	Local Scale (0-10)	ECTS Grade
Matrícula de Honor	First Class with Distinction	10 Matrícula de Honor	A
Sobresaliente	First Class	9-10	A
Notable	Second Class	7-8'9	B, C
Aprobado	Pass Mark	5-6'9	D, E
Suspenso	Fail	0-4'9	FX, F
No presentado	Fail	0	F

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 MALAGA01	M. Carmen González Zorrilla mcgonzo@uma.es +34 952134283	http://www.uma.es/relaciones-internacionales/cms/menu/movilidad-estudiantes/europa/erasmus-recibidos/
P CASTELO01	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 MALAGA01	M. Carmen González Zorrilla mcgonzo@uma.es +34 952134283	http://www.uma.es/relaciones-internacionales/cms/menu/movilidad-estudiantes/europa/erasmus-recibidos/
P CASTELO01	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 MALAGA01	alojamiento@uma.es +34 952132562/6566	http://www.uma.es/alojamiento/ http://www.uma.es/relaciones-internacionales/cms/menu/movilidad-estudiantes/europa/erasmus-recibidos/
P CASTELO01	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[1]
E MALAGA01	Prof. Susana Cabrera Yeto Director of International Mobility	12/03/2014	
P CASTELO01	Prof. Dr. José Carlos Gonçalves Vice-President	14/03/2014	

[1] Scanned signatures are accepted