

Erasmus+ Programme

Key Action 1

– Mobility for learners and staff –

Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2019/20-2020/21 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 details ² (email, phone)	Website
Instituto Superior Técnico Universidade de Lisboa	P LISBOA109	Institutional Erasmus Coordinator Sílvia Santos, NMCI Av. Rovisco Pais, 1049-001 Lisboa Phone+351218419545 silvia.santos@tecnico.ulisboa.pt	http://tecnico.ulisboa.pt/en/education/masters/
		Student Mobility Coordinators Cristina Sousa & Paula Lopes NMCI, Av. Rovisco Pais, 1049-001 Lisboa Phone+351218419245 & +35121841768 cristina.sousa@tecnico.ulisboa.pt paula.lopes@tecnico.ulisboa.pt	
Karlsruher Institut fuer Technologie (KIT)	D KARLSRU01	KIT - International Students Office (IStO) Adenauerring 2, 76131 Karlsruhe, Germany Phone: +49-721-608 -44911 Dr. Julia Johnsen, Institutional Coordinator + Deputy Director of IStO Mia Tjandisaka, Incoming Coordinator Marco Martori, Outgoing Coordinator <i>Incoming Students:</i> erasmus-in@intl.kit.edu <i>Outgoing Students:</i> erasmus-out@intl.kit.edu <i>Bilateral Agreements:</i> erasmus_agreement@intl.kit.edu	ERASMUS incoming information: http://www.intl.kit.edu/istudi/es/3171.php Course Catalogue: https://studium.kit.edu/mein_euniversitaet/Seiten/vorlesungsverzeichnis.aspx
KIT – Department of Physics		Prof. Dr. Bernd Pilawa, Departmental Coordinator bernd.pilawa@kit.edu	Department's website for ERASMUS incoming students: http://www.physik.kit.edu/Studium/Austauschprogramme/Erasmus_incomer

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

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers³ 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 [ISCED]		Cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
		code	name		Student Mobility for Studies [total number of months of the study periods or average duration]	Student Mobility for Traineeships
P LISBOA109	D KARLSRU01	0533	Physics	2 nd	2 x 10 months = 20 months or 4x 5 months	-
D KARLSRU01	P LISBOA109	0533	Physics	2 nd	2 x 10 months = 20 months or 4x5 months	-

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area [ISCED]		Number of staff mobility periods	
		code	name	Staff mobility for teaching	Staff mobility for training
P LISBOA109	D KARLSRU01	0533	Prof. Dr. Vasco Guerra	1 week	-
D KARLSRU01	P LISBOA109	0533	Prof. Dr. Bernd Pilawa	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	Language(s) of instruction	For more details	Recommended language of instruction level ⁴	
			Student Mobility [Minimum recommended level: B1]	Staff Mobility [Minimum recommended level: B2]
P LISBOA109	English (2 nd cycle)		B2	B2
	Portuguese (1 st cycle)		B2	B2
D KARLSRU01	German		A2/B1	B2
	English		B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

³ 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>)

⁴ 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>

D. Additional requirements

Receiving institution	Details
P LISBOA109	<ol style="list-style-type: none"> Exchange students will meet the admission requirements of the host university in terms of prerequisites for courses and language proficiency. The host university will provide Reception Days for incoming students. Exchange students are entitled to the same rights and privileges as students normally enrolled at the host university, except for the right for graduation. The host university will comply with all relevant health and safety regulations of the host country for incoming exchange students.
D KARLSRU01	<p>Further information about Learning Agreement requirements: http://www.intl.kit.edu/istudies/3377.php</p> <p>Project / Internship / Final thesis</p> <p>If students are planning to do a project, internship or a final thesis at KIT, a supervisor/tutor at KIT is necessary and applicants are required to find both topic and supervisor on their own. Please be aware that carrying out a Master's thesis will take about 4 -6 months or longer. Please contact the departmental coordinator for further details.</p>

E. Calendar

Receiving institution	Autumn term	Spring term
P LISBOA109	Applications/information on nominated students must reach the receiving institution by:	
	Final date for applications: 15th May till 15th June	Final date for applications: 15th October till 15th November
	<ol style="list-style-type: none"> Link to the online applications: http://ai.tecnico.ulisboa.pt/en/programas-de-estudo/candidaturas/candidaturas-in/ All documents must be submitted online. No hard copies are needed. Técnico sends by mail notification on admission automatically within 5 weeks. Técnico only sends Acceptance Letters to students that need Visa. The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished. 	
D KARLSRU01	Final date for nomination: 15 May Final date for applications: 1 June	Final date for nomination: 15 November Final date for applications: 1 December
	<ol style="list-style-type: none"> Coordinator should nominate the selected students to KIT via e-mail to erasmus-in@intl.kit.edu Our application process will be sent to the nominated student via e-mail within ten working days Application files should be uploaded in our portal and sent via ordinary mail to KIT- International Students Office http://www.intl.kit.edu/istudies/3378.php International Students Office will send the decision within 4-6 weeks after the application deadline provided that the nominated students sent complete application files. A Transcript of Records will be issued by the receiving institution no later than [8] weeks after the assessment period has finished at the receiving HEI. <i>[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]</i> 	
	<p>Termination of the agreement</p> <p>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."</p>	


In the event that notice of termination of the agreement is given, students who have already been selected and accepted for the exchange programme may still participate. Notwithstanding the termination of the agreement, each institution agrees that it will continue to fulfil its responsibilities to Exchange Students already registered at their institution until the completion of their particular exchange period.

F. Information

About	P LISBOA109	D KARLSRU01
	(for up to date contact details, see web pages)	
Grading system	<p>Grades and credits at Instituto Superior Técnico</p> <p>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.</p> <p><u>ECTS / Mean % of achieving students in a course unit/ Definition</u></p> <p>A / 10 / 10% - Highest classifications on the 10-20 mark scale</p> <p>B / 25 / 25% - Following classifications on the 10-20 mark scale</p> <p>C / 30 / 30% - Following classifications on the 10-20 mark scale</p> <p>D / 25 / 25% - Following classifications on the 10-20 mark scale</p> <p>E / 10 / 10% - Lowest classifications on the 10-20 mark scale</p>	<p>http://www.intl.kit.edu/istudies/6520.php</p>
Visa	<p>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:</p> <p>Ana Barbosa NMCI Av. Rovisco Pais, 1049-001 Lisboa Phone:+315218417550 ana.barbosa@tecnico.ulisboa.pt Website: http://ai.tecnico.ulisboa.pt/en/programas-de-estudo/informacao-util/vistos/</p>	<p>http://www.intl.kit.edu/istudies/6194.php</p>
Insurance	<p>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:</p> <p>Graduation Unit (ngraduacao@tecnico.ulisboa.pt)</p>	<p>http://www.intl.kit.edu/istudies/6195.php</p>
Housing	<p>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:</p>	

	<p>Graça Pereira NMI Av. Rovisco Pais, 1049-001 Lisboa Phone:+315218419893 gracapereira@tecnico.ulisboa.pt Website: https://docs.google.com/spreadsheet/ccc?key=0AjXu63umi3n0dEhzdmZ6VXN3djhGWkJoSVpsZGFleHc#gid=0</p>	<p>http://www.intl.kit.edu/ischolar/6166.php</p>
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Stamp and Signature ⁵
P LISBOA109	<p>Professor Arlindo Oliveira President of Técnico Lisboa</p>	30/10/2018	
D KARLSRU01	<p>Dr. Julia Johnsen ERASMUS Institutional Coordinator Deputy Director of IStO</p>		

⁵ Scanned signatures are accepted