



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1 Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

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The institutions 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, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	2022/2023	2023
End of validity	2028/2029	2028

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
Politécnico de Leiria	P LEIRIA01	Incoming students Naide Martins naide.martins@ipleiria.pt tel: +351 244 860448 Outgoing students/Bilateral Agreements Eduardo batalha eduardo.batalha@ipleiria.pt tel: +351 244 860448 Staff Mobility and Placements Ana Boa-Ventura ana.boaventura@ipleiria.pt tel: +351 244 860448	http://www.ipleiria.pt/
Università degli Studi di Messina UNIVERSITY OF MESSINA Represented by Prof. Salvatore Cuzzocrea, Rector address: Piazza S.Pugliatti,1 98123 MESSINA (ITALY) Department of Economics Department of Engineering Department of Mathematical and Computer Science, Physical Sciences and Earth Sciences	I MESSINA01	Erasmus Institutional Coordinator Dott. Giuseppe Lucchese, PhD Head of International Mobility Unit gilucchese@unime.it Academic Coordinator: Prof.ssa Grazia Calabrò grazia.calabro@unime.it Prof. Giuseppe Tito Aronica giuseppetito.aronica@unime.it Prof. Giovanni Randazzo giovanni.randazzo@unime.it	https://www.unime.it/ https://international.unime.it/ https://archivio.unime.it/it/dipartimenti/economia https://archivio.unime.it/it/dipartimenti/ingegneria https://archivio.unime.it/it/dipartimenti/mift

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

B. Mobility numbers³ per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods	Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
P LEIRIA01	I MESSINA 01	0413	Management and Administration		1 + 2	1	5	n/a	n/a	
		0732	Civil Engineering		1 + 2	1	5	n/a	n/a	
		0712	Environmental protection and processes		1 + 2	2	10	n/a	n/a	
I MESSINA 01	P LEIRIA01	0413	Management and Administration		1 + 2	1	5	n/a	n/a	
		0732	Civil Engineering		1 + 2	1	5	n/a	n/a	
		0712	Environmental protection and processes		1 + 2	2	10	n/a	n/a	

**Short-term blended mobility option for students
NOT FOR I MESSINA01**

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):
<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional) * [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional) * [total number of staff]	Staff Mobility for Training (optional) * [total number of days]
P LEIRIA01	I MESSINA 01	0413	Management and Administration	1	5	n/a	n/a
		0732	Civil Engineering	1	5	n/a	n/a
		0712	Environmental protection and processes	1	5	n/a	n/a
I MESSINA 01	P LEIRIA01	0413	Management and Administration	1	5	n/a	n/a
		0732	Civil Engineering	1	5	n/a	n/a
		0712	Environmental protection and processes	1	5	n/a	n/a

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LEIRIA01	<i>n/a</i>	Portuguese	Portuguese / English	B1/B2	B2
I MESSINA01	<i>n/a</i>	Italian	Italian / English *(Teachers)	B1	B2

**Only for degree courses where provided*

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
P LEIRIA01	May, 30th	November, 30th
I MESSINA01	June 15th	November, 15th

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
P LEIRIA01	July, 15th	December, 30th
I MESSINA01	June 30th	November, 30th

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>

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
P LEIRIA01	gmci@ipleiria.pt +351 244 860 448	https://www.ipleiria.pt/en/international/studying-in-portugal/exchange-students/
I MESSINA01	erasmus@unime.it	https://international.unime.it/study-with-us/erasmus-incoming-students-for-study/

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
P LEIRIA01	*See below		
I MESSINA01		- Number of ECTS credits completed - Subject area code – ISCED - EQF level	https://www.unime.it/it/international/ects-e-diploma-supplement-0

P LEIRIA01*:

Nomination

The partner Institution is kindly asked to officially nominate all the exchange students by e-mail, specifying the following details: i) Complete name; ii) Student's email; iii) Period of exchange; iv) Area of study.

Sending address: gmci@ipleiria.pt

As soon as possible, EWP procedures will be shared with all partners.

Application procedure

All nominated exchange students have to fill in the on-line application and add the required documents.

Acceptance

Accepted students will receive a confirmation of acceptance sent to the email contact indicated in the application, at the latest two weeks after application's closing date.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
P LEIRIA01	Physical disability		sas@ipleiria.pt	http://www.ipleiria.pt/sas/accomodations/
I MESSINA01	- Reduced mobility - Hearing impairments - Visual impairments		servizi.dd@unime.it	https://www.unime.it/it/ateneo/servizidd

F. Information

1. 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 LEIRIA01	sas@ipleiria.pt	http://www.ipleiria.pt/sas/accomodations/
I MESSINA01	Erasmus Mobility Office erasmus@unime.it	https://international.unime.it (See "Services&Facilities")

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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 LEIRIA01	gmci@ipleiria.pt +351 244 860 448	https://www.ipleiria.pt/en/international/studying-in-portugal/exchange-students/
I MESSINA01	Erasmus Mobility Office erasmus@unime.it	https://international.unime.it (see "Living in Messina – Residence Permit")

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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 LEIRIA01	gmci@ipleiria.pt +351 244 860 448	https://www.ipleiria.pt/en/international/studying-in-portugal/exchange-students/
I MESSINA01	Erasmus Mobility Office erasmus@unime.it	https://international.unime.it (see "Living in Messina – Health Care")

4. Grading systems of the institutions

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
I MESSINA01	ECTS Guide	https://www.unime.it/it/international/contatti	https://www.unime.it/it/international/ects-e-diploma-supplement-0
P LEIRIA01			

00/09	<i>Fail</i>	<i>further work is required</i>
10/11	<i>Sufficient</i>	<i>performance meets the minimum criteria</i>
12/13	<i>Satisfactory</i>	<i>fair but with significant shortcomings</i>
14/16	<i>Good</i>	<i>generally sound work with a number of significant errors</i>
17/18	<i>Very Good</i>	<i>above the average, but with some errors</i>
19/20	<i>Excelent</i>	<i>outstanding performance with only minors errors</i>

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.


***This deadline may change accordingly to the end of the evaluation period.**

Partner Institution

Termination of the agreement

This agreement will remain in effect for the above determined period of validity or until the involved institutions both agree in the discontinuation of the exchanges. It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. 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."

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
P LEIRIA01	Prof. Nuno Almeida Pro President Instituto Politécnico de Leiria	03.04.2023	
I MESSINA01	Prof. Salvatore Cuzzocrea Rector	Firmato digitalmente da: GIOVANNI MOSCHELLA Ruolo: PRORETTORE VICARIO Data: 27/03/2023 16:47:46	

⁵ Scanned signatures are accepted

