



Erasmus+ Programme

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

Inter-institutional¹ agreement

2020-2021²

between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Polytechnic of Viseu	P VISEU01	Erasmus Institutional Coordinator Sandra Familiar Av. Coronel José Maria Vale de Andrade, Campus Politécnico, 3504-510 Viseu, Portugal Tel.: +351 232 480 739/773 Fax: +351 232 480 750 internationaloffice@sc.ipv.pt	http://www.ipv.pt/guide/
		Academic Coordinator Isabel Duarte Tel. +351232 480 500 Fax. +351232 424 651 isabelduarte@estv.ipv.pt	
UNIVERSITY OF MESSINA represented by Prof. Salvatore Cuzzocrea, Rector address: Piazza S.Pugliatti,1	I MESSINA01	Erasmus Institutional Coordinator Dott. Giuseppe Lucchese, PhD Head of Organisational Unit Students Services and International Engagement glucchese@unime.it	www.unime.it https://international.unime.it/

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

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

98123 MESSINA (ITALY)		Academic Coordinator Department engineering Prof.ssa Brunella BONACCORSO bbonaccorso@unime.it Prof. Giuseppe Tito ARONICA garonica@unime.it	https://www.unime.it/it/dipartimenti/ingegneria
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B. Mobility numbers⁵ 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 * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd]*	Number of student mobility periods	
					Student Mobility for Studies Total number of months of the study periods or average duration	Student Mobility for Training Total number of months of the training periods or average duration
I MESSINA01	P VISEU01	070 0732	Engineering Civil and Building Engineering	1 st 2 nd	2 x 6 months each -	2 x 3 months each
P VISEU01	I MESSINA01	070 0732	Engineering Civil and Building Engineering	1 st 2 nd	2 x 6 months each -	2 x 3 months each

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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
I MESSINA01	P VISEU01	070 0732	//	2 x 8 hours	1 x 5 days
P VISEU01	I MESSINA01	070 0732	//	2 x 8 hours	1 x 5 days

⁵ 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>)

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]	Option I: Subject area	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P VISEU01		Regular Courses: Portuguese	International semesters: English	Portuguese: B1 English: B2	English: B2
I MESSINA01		Italian	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

P VISEU01: All the Erasmus students will have a student mentor in order to give support in practical issues. The Polytechnic Institute of Viseu, through the School of Education, organizes a Portuguese Language Course open to all Erasmus students. The Student Halls, facilities and buildings are prepared to receive students and staff with disabilities.

I MESSINA01: Students should highlight any disabilities at application stage so that their needs and requirements can be addressed and the right support assured prior to their acceptance. The University of Messina ensures support to both local and visiting students and staff with disability. Please refer to <https://www.unime.it/it/ateneo/servizidd>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P VISEU01	Nomination: 01 May Application: 30 May	Nomination: 01 November Application: 30 November
I MESSINA01	June, 30 th	November, 30 th

2. The receiving institution will send its decision **within 6 weeks**.
3. A Transcript of Records will be issued by the receiving institution **no later than 6 weeks** after the assessment period has finished at the receiving HEI.

⁶ 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>

F. Information

1. Grading systems of the institutions

P VISEU01:

Portuguese Scale	ECTS Scale	Definition
18-20 Excelente	A	Excellent
16-17 Muito Bom	B	Very Good
14-15 Bom	C	Good
12-13 Satisfatório	D	Satisfactory
10-11 Suficiente	E	Sufficient
< 9	FX/F	Fail

I MESSINA01:

The University of Messina follows the ECTS system. Please refer to <https://www.unime.it/it/international/ects-e-diploma-supplement-0>

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
P VISEU01	EXTERNAL RELATIONS SERVICE Tel.: +351 232 480 739/773, Fax: +351 232 480 750 email: internationaloffice@sc.ipv.pt	http://www.ipv.pt/ri/
I MESSINA01	Erasmus Mobility Office Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 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 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
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P VISEU01	EXTERNAL RELATIONS SERVICE Tel.: +351 232 480 739/773, Fax: +351 232 480 750 email: internationaloffice@sc.ipv.pt	http://www.ipv.pt/ri/
I MESSINA01	Erasmus Mobility Office Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 erasmus@unime.it	https://international.unime.it (see "Living in Messina - Healt Care")


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
P VISEU01	EXTERNAL RELATIONS SERVICE Tel.: +351 232 480 739/773, Fax: +351 232 480 750 email: internationaloffice@sc.ipv.pt	http://www.ipv.pt/ri/
I MESSINA01	Erasmus Mobility Office Via. Consolato del Mare - 41 Messina - Italy +39 090 676 8534/8531/8320 erasmus@unime.it	https://international.unime.it (See "Services&Facilities")

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature and Seal
P VISEU01	João Monney Paiva President of the Polytechnic of Viseu	4/d/20	
I MESSINA01	Prof. Salvatore Cuzzocrea Rector		