

Erasmus+ Programme

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

Inter-institutional agreement 2018-2021 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	Erasmus code	Contact details: (email, phone)	Website (eg: of the course catalogue)
Università degli Studi di Messina	I MESSINA01	Dott. Giuseppe Lucchese Institutional Coordinator Head of Unità Organizzativa Relazioni Internazionali P.zza Pugliatti 1, 98122 Messina – ITALY glucchese@unime.it erasmus@unime.it Academic Coordinator Prof. Maurizio Lanfranchi Email: maurizio.lanfranchi@unime.it Dipartimento di Economia	www.unime.it/en/home www.unime.it/it/dipartimenti/economia
Universidade de Aveiro	P AVEIRO01	Marta Oliveira, Head of International Office Tel. +351 234 370 060; Email: gri@ua.pt Departmental Coordinator: Prof. Dra. Nina Szczygiel Coordinator for Management studies Department of Economics, Management, Industrial Engineering and Tourism Tel.: +351 234 370 361 Email: nina.szczygiel@ua.pt	University: www.ua.pt/ Course catalogue: www.ua.pt/ensino/II Incoming students: www.ua.pt/gri/students

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

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.

Student Mobility for Studies

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 Traineeships
I MESSINA01	P AVEIRO01	0410	Business and Administration	1 st , 2 nd	2 students x 10 months = 20 months	No/Only by individual agreement
P AVEIRO01	I MESSINA01	0410	Business and Administration	1 st , 2 nd	2 students x 10 months = 20 months	No/Only by individual agreement

* Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

Staff Mobility for Teaching

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 AVEIRO01	0410	Business and Administration	1 staff x 5 days (Min. 8 hours)	No/Only by individual agreement
P AVEIRO01	I MESSINA01	0410	Business and Administration	1 staff x 5 days (Min. 8 hours)	No/Only by individual agreement

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 Instruction 1	Language of Instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies ² [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
I MESSINA01	0410	Italian	English	B1 (Home University declaration required)	B2
P AVEIRO01	0410	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

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.

P AVEIRO01:

- Nomination by home institution required (to incoming@ua.pt), before student's application
- Erasmus Student Network Aveiro helps welcoming the international exchange students - www.esnaveiro.org/
- Erasmus Buddy program, to assist the international exchange students
- "UA Tutoring Programme" - mentoring programme based on academic guidance and student-student mentoring
- Accommodation guaranteed for students and teaching staff with disabilities
- Support services and facilities for students and teaching staff with disabilities
- Pedagogical Support Office, University Health Services, LUA - UA's telephone helpline

E. Calendar

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

Receiving Institution [Erasmus code]	Autumn term [month]	Spring term [month]
I MESSINA01	15 th May – nomination 30 th May – Application	15 th October – nomination 30 th October - Application
P AVEIRO01	May 15 th for nominations May 31 st for receiving student's application documents	November 1 st for nominations November 15 th for receiving student's application documents

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://www.ecml.europa.eu/en/resources/european-language-levels_cefr

2. The I MESSINA01 will send its decision within 8 weeks, provided the documents are complete. The P AVEIRO01 will send its decision on the admission of ERASMUS candidates within 4-6 weeks.
3. A Transcript of Records will be issued by the I MESSINA01 no later than 5 weeks after the assessment period has finished at the receiving HEI.

A Transcript of Records will be issued by the P AVEIRO01 no later than 5 weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

The present agreement is valid for a period mentioned above. This agreement may be amended or modified by a written agreement signed by the representatives of both Universities. It may be renewed on the same terms, or on such terms as may be agreed by the two institutions.

This agreement may, at any time during its period of validity, be terminated by one of the Universities upon prior notice to the other in writing not later than one year before the termination date, without prejudice to the activities under way.

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

I MESSINA01:

please refer to: <http://www.unime.it/it/international/ects-e-diploma-supplement>

P AVEIRO01: <http://www.ua.pt/qri/ects>

Local Grading Scale	Definition
19-20	Excellent – outstanding performance with only minor errors
18	Very Good – above the average standard but with some errors
15-17	Good – generally sound work with a number of notable errors
12-14	Satisfactory – fair but with significant short-comings
10-11	Sufficient – performance meets the minimum criteria
<10	Fail/not passed - further work required before the credit can be awarded

Correspondence of Portuguese and European Grading Scales

In accordance with Article 19 of Decree-Law 42/2005 published on 22/02/2005 in the Official Journal of the Portuguese Republic under Section II (European grading scale), the correspondence between the European grading scale and the Portuguese grading scale is composed of 5 segments (classes), identified by the letters A to E.

In the 10-20 interval of the entire 0-20 numerical scale in use in Portugal, the European grading scale adopts the following correspondence:

A: grade 20 – p , where p is the classification that incorporates, in this segment, 10% of the students;

B: grade $p-1$ to q where q is the classification that incorporates, in this segment combined with the previous segment, 35% of the students;

C: grade $q-1$ to r where r is the classification that incorporates, in this segment combined with the two previous segments, 65% of the students;

D: grade r-1 to s where s is the classification that incorporates, in this segment combined with the previous segments, 90% of the students;

E: s-1 to 10.

In applying the correspondence between the European grading scale and the Portuguese grading scale, as per the above-mentioned legal instrument, the distribution of classifications are calculated for a period of at least three years and for a sample of at least 100 students.

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
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare – 41 Messina – Italy +39 090 676 8534/8531/8320 erasmus@unime.it	See compulsory fulfillments in the Erasmus Handbook- Italian immigration rules.
P AVEIRO01	Dora Ribeiro, Email: dribeiro@ua.pt Tel.: +351 234 370 200	www.ua.pt/gri/visas

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
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare – 41 Messina – Italy +39 090 676 8534/8531/8320 erasmus@unime.it	See compulsory fulfillments in the Erasmus Handbook.
P AVEIRO01	International Office, Email: incoming@ua.pt Tel.: +351 234 370 060	www.ua.pt/gri/healthcare

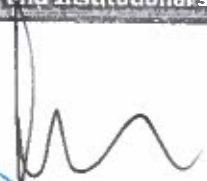



4. Housing

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
I MESSINA01	Erasmus Mobility Unit Via. Consolato del Mare – 41 Messina – Italy +39 090 676 8534/8531/8320 erasmus@unime.it	See further informations in the Erasmus Handbook.
P AVEIRO01	Dora Zita Morgado, Email: dora@ua.pt Tel.: +351 234 370 060	www.ua.pt/pri/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³ and Institutional stamp
I MESSINA01	Prof. Salvatore Cuzzocrea, Rector	05/09/2018	
P AVEIRO01	Prof. Doutora Sandra Soares, Pro-Rector Erasmus+ Institutional Coordinator	30/07/2018	  

³ Scanned signatures are accepted

