



ERASMUS+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional agreement 2014/15-2020/21

between programme countries

Minimum requirements

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)
Université de Genève	CH GENEVE01	VINCENT Olivier, ERASMUS instit. coord., International Office, University of Geneva 40, bd du Pont-d'Arve CH-1211 GENEVE 4 Tel. +41 22 379 8084 Fax +41 22 379 8080 Email olivier.vincent@unige.ch	www.unige.ch/erasmusin www.unige.ch/progcours
Universidade do Algarve	P FARO02	Nunes Sofia, E.U. Programmes Coordinator GRIM - Campus de Gambelas, 8005-139 Faro, Portugal Tel. +351 289 800 003 Email mobilidade@ualg.pt	www.ualg.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 January in the preceding academic year.

Student Mobility for Studies (SMS)

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 students mobility periods		
					Student Mobility for Studies [total number of students]	Student Mobility for Studies [total number of months of the study periods]	Split [1]

Student Mobility for Studies (SMS)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [[SCED]]	Subject area name *	Study cycle [short cycle, 1st, 2nd or 3rd] *	Number of students mobility periods		
					Student Mobility for Studies [total number of students]	Student Mobility for Studies [total number of months of the study periods]	Split [1]
CH GENEVE01	P FARO02	422	Environmental science	1st, 2nd, 3rd	1	9	No
P FARO02	CH GENEVE01	422	Environmental science	1st, 2nd, 3rd	1	9	No

Split

[1] Do you allow that one student slot for an academic year be allocated to two students for one semester each?

Flexibility

Do you accept incoming students from subject areas other than those mentioned in agreements? No

Staff Mobility for Teaching (SMT)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [[SCED]]	Subject area name *	Study cycle [short cycle, 1st, 2nd or 3rd] *	Number of staff mobility periods	
					Staff Mobility for Teaching [total number of teachers]	Staff Mobility for Teaching [total number of days of teaching periods]
CH GENEVE01	P FARO02	422	Environmental science	1st, 2nd, 3rd	1	1
P FARO02	CH GENEVE01	422	Environmental science	1st, 2nd, 3rd	1	1

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	
				Student Mobility for Studies	Staff Mobility for Teaching
CH GENEVE01	All	French	English: upon agreement	B2	upon agreement
P FARO02	All	Portuguese	English	B1 English	B2 English

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

CH GENEVE01

1. Academic Calendar 2014-2015:

Orientation Session: the week before the beginning of the term

Autumn term: September 15, 2014 - February 13, 2015 (end of exams)

Spring term: February 16, 2015 - June 19, 2015 (end of exams)

2. Contact for disabled students: www.unige.ch/sante

3. Contacts: incoming students at UNIGE: Vera.Sandoval@unige.ch, Outgoing students to Europe: Marisol.Pedrosa@unige.ch

4. Admission and Registration Procedure for 2013-2014:

Follow the instructions to register online on our website: <http://ri.unige.ch:8008>. A letter of acceptance and other information will be sent directly to the students in July at the latest.

5. Academic Preparation:

Before coming to Geneva, students should select the courses they wish to attend using the course catalogue: <http://www.unige.ch/progcours.html> or the website of the faculty/department.

They must send their Learning Agreement to the International Relations Office.

The academic coordinator of the agreement in Geneva will validate it.

P FARO02

1st Semester from September to February

2nd Semester from February to July

Students with walking disabilities may reach classroom hours and university facilities such as library and computer pools by elevators and curb ramps.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term		Spring term	
	Nomination	Registration	Nomination	Registration
CH GENEVE01	14.11.2014		15.05.2015	
P FARO02	31.05.2014		31.10.2014	

2. The receiving institution will send its decision within 5 weeks.

3. 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.

4. Termination of the agreement

In case that one partner decides to terminate the agreement, all partners need to be notified by 1 September 20XX at the latest. The decision will 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

CH GENEVE01

The University of Geneva uses a grading scale ranging from 6.00 to 0, with 4.00 representing a passing grade. Furthermore, grades are converted into a letter system ranging from A to F (hereafter known as the ECTS scale), in line with one of the objectives of the Bologna reform. This conversion facilitates comparison amongst different European grading scales.

ECTS Scale UNIGE Grading Scale

A Excellent 6.00, 5.75, 5.50, 5.25

B Very good 5.00, 4.75

C Good 4.50

D Satisfactory 4.25

E Pass 4.00

F Fail < 4.00

P FARO02

We are preparing some information regarding this issue. Once we have it we can upgrade the agreement

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
CH GENEVE01	SANDOVAL Vera +41 22 379 829 vera.sandoval@unige.ch	www.unige.ch/erasmusin/EN/visa
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/coming-0

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
CH GENEVE01	SANDOVAL Vera +41 22 379 829 vera.sandoval@unige.ch	www.unige.ch/erasmusin/EN/insurance
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/insurance-0

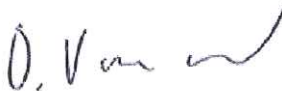

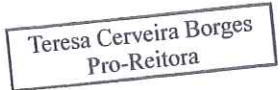
4. Housing

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
CH GENEVE01	+41 22 379 77 20 logements@unige.ch	www.unige.ch/erasmusin/EN/accommodation
P FARO02	+351 289 800 003 mobilidade@ualg.pt	http://www.ualg.pt/home/en/content/accommodation-0

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
CH GENEVE01	VINCENT Olivier, ERASMUS instit. coord.	14.11.2013	 
P FARO02		15/11/2013	