



UNIVERSIDAD DE CORDOBA



**UAlg**

UNIVERSIDADE DO ALGARVE

## Erasmus+ Programme

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

### Inter-institutional agreement 2016-2021 between programme countries

The institutions named below agree to cooperate for the exchange of students and 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 (Institutional Coordinator and Departmental Coordinator)	Erasmus code	Contact details (email, phone ...)	Website (Home page and course catalogue)
Universidade do Algarve	<b>P FARO02</b>	<b>Prof. Isabel Cavaco</b> , International Relations and Mobility Office Coordinator <a href="mailto:international@ualg.pt">international@ualg.pt</a> +351 289 800 003	<a href="http://www.ualg.pt">www.ualg.pt</a>
Universidad de Córdoba Institutional Coordinator Prof. Dr. Antonio Raigón-Rodríguez Departmental Coordinator Prof. Dr. Antonio Bueno-Armijo	<b>E CORDOBA01</b>	International Relations Office Av. Medina Azahara,5 - 14071 Córdoba (Spain) E-mail: <a href="mailto:ori@uco.es">ori@uco.es</a>  Facultad de Derecho y CC.EE y Empresariales Oficina de Programas de Intercambio Plaza Puerta Nueva S/N-14002 Córdoba (España) E-mail: <a href="mailto:r-exteriores@uco.es">r-exteriores@uco.es</a> Tel./Fax: 0034 957218839	Web page: <a href="http://www.uco.es/">http://www.uco.es/</a> <a href="http://www.uco.es/derechocycee/">http://www.uco.es/derechocycee/</a>  Course Catalogue: <a href="http://www.uco.es/derechocycee/qderecho/index_en.html">http://www.uco.es/derechocycee/qderecho/index_en.html</a> <a href="http://www.uco.es/derechocycee/gadmempresas/index_en.html">http://www.uco.es/derechocycee/gadmempresas/index_en.html</a> ; <a href="http://www.uco.es/derechocycee/doblegrado/index_en.html">http://www.uco.es/derechocycee/doblegrado/index_en.html</a>

## 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	TO	Subject area ISCED	Subject area name ISCED	Study cycle*	Total Number of students/months	
					SMS <sup>1</sup>	SMT <sup>2</sup>
P FAR002	E CORDOBA01	0410	Business and Administration	1 <sup>st</sup>	2 x 9	0/0
E CORDOBA01	P FAR002	0410	Business and Administration	1 <sup>st</sup>	2 x 9	0/0

### Staff Mobility for Teaching

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/days	
				STA	STT
P FAR002	E CORDOBA01	0410	Business and Administration	1 x 5	Determined later
E CORDOBA01	P FAR002	0410	Business and Administration	1 x 5	Determined later

## 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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
P FAR002		Portuguese	English	B1 English	B2 English
E CORDOBA01		Spanish	English	A2	B1

<sup>1</sup> Student Mobility for Studies

<sup>2</sup> Student Mobility for Traineeship

\* 1st =Bachelor, 2nd =Master, 3rd =doctoral

#### D. Additional requirements

P FARO02: The **Universidade do Algarve** welcomes students and staff with disabilities. Please contact the International Office in advance [international@ualg.pt](mailto:international@ualg.pt)

#### E CORDOBA01:

Local mentors will help incoming students with practical issues like opening a bank account, registration, accommodation, etc.: [r-exteriores@uco.es](mailto:r-exteriores@uco.es)

Spanish language and culture course: International students are encouraged to participate in the intensive courses before their studies in Córdoba start. The courses are free of charge and offered in September and February.

The University of Córdoba welcomes students and staff with disabilities and provides an information and assistance centre. Learn more at: <http://www.uco.es/educacion/principal/servicios/uane/index.html>

#### Student Mobility for Studies

Receiving institution [Erasmus code]	Subject area	Minimum Number of Credits to be included in the study plan	Faculty or Department(s) where students will be entitled to attend courses/modules	Access to other Faculties or Departments (yes / no)	Support and infrastructure to welcome students/staff with disabilities (yes / no)
E CORDOBA01	Business and Administration	12 per semester	Faculty of Law and Business and Economic Sciences	Yes (to be agreed previously on a case to case basis)	Yes
E CORDOBA01	Business and Administration	12 per semester	Faculty of Law and Business and Economic Sciences	Yes (to be agreed previously on a case to case basis)	Yes

#### P FARO02:

For further information please contact [international@ualg.pt](mailto:international@ualg.pt) :

#### E CORDOBA01:

For further information please refer to the International Students Guide available online: [http://www.uco.es/internacional/extranjeros/erasmus/index\\_en.html](http://www.uco.es/internacional/extranjeros/erasmus/index_en.html)

#### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term APPLICATION DEADLINE	Spring term APPLICATION DEADLINE
P FARO02	31 <sup>st</sup> May	31 <sup>st</sup> October
E CORDOBA01	30 June	30 November

#### P FARO02:

Partner institutions should send nominations by e-mail to: [international@ualg.pt](mailto:international@ualg.pt)

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.

#### E CORDOBA01:

Partner institution should send nominations by e-mail to: [r-exteriores@uco.es](mailto:r-exteriores@uco.es)

Once nominated by their Home Institution students will receive a personal e-mail in order to fill in the Application Form and the Learning Agreement.

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.

#### Termination of the agreement

*[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 31 October 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."]*

#### F. Information

##### 1. Grading systems of the institutions

#### P FARO02: Description of the Institution's grading system

The result achieved in a course unit whether through continuous assessment or in an examination, is generally expressed in a 0 to 20 grading scale.

The lowest passing grade is 10.

#### ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

1 trimester = 20 credits

#### ECTS grading scale:

ECTS scale	% of the successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of errors
D	25	SATISFACTORY - fair but with significant shortcomings

E	10	SUFFICIENT - performance meets the minimum criteria
FX		FAIL - some work required before the criteria can be awarded
F		FAIL - considerable further work is required

### E CORDOBA01:

Students performance are graded individually and not on a statistical basis. In general, the University of Córdoba uses the grading system charted below. For details, please visit our webpage:

<http://www.uco.es/internacional/extranjeros/erasmus/documentos/EquivalenceMarksECTS.pdf>

*It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]*

Grading system	P FARO02		E CORDOBA01	
	local grade	ECTS grade	Local grade	ECTS grade
		A	Sobresaliente o Matrícula de Honor (9,0 - 10)	A
		B	Notable (6,9 - 8)	B
		C	Notable (7 - 7,9)	C
		D	Aprobado (6 - 6,9)	D
		E	Aprobado (5 - 5,9)	E
		F	Suspense (0 - 4,9)	F

## 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 FARO02	<a href="mailto:international@ualg.pt">international@ualg.pt</a> +351 289 800 003	<a href="http://www.ualg.pt/home/en/content/coming-0">http://www.ualg.pt/home/en/content/coming-0</a>
E CORDOBA01	International Relations Office <a href="mailto:ori@uco.es">ori@uco.es</a>	<a href="http://www.uco.es/internacional/extranjeros/erasmus/index_en.html">http://www.uco.es/internacional/extranjeros/erasmus/index_en.html</a>

## 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
P FARO02	<a href="mailto:international@ualg.pt">international@ualg.pt</a> +351 289 800 003	<a href="http://www.ualg.pt/home/en/content/insurance-0">http://www.ualg.pt/home/en/content/insurance-0</a>
E CORDOBA01	International relations Office <a href="mailto:infoori@uco.es">infoori@uco.es</a>	<a href="https://www.uco.es/servicios/sega/informaciongeneral/segu-comple">https://www.uco.es/servicios/sega/informaciongeneral/segu-comple</a>


#### 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 FARO02	<a href="mailto:international@ualg.pt">international@ualg.pt</a> +351 289 800 003	<a href="http://www.ualg.pt/home/en/content/accommodation-0">http://www.ualg.pt/home/en/content/accommodation-0</a>
E CORDOBA01	<p>A) Residence Hall</p> <ul style="list-style-type: none"> <li>- Phone number: (+34) 957218152</li> <li>- E-mail to: <a href="mailto:alojamiento@uco.es">alojamiento@uco.es</a></li> </ul> <p>B) Shared flats</p> <ul style="list-style-type: none"> <li>- Phone number: (+34) 957 212403</li> <li>- E-mail to: <a href="mailto:informacion@uco.es">informacion@uco.es</a></li> <li>- Local mentors for international students give the necessary support o find accommodation. Please contacts: <a href="mailto:r-exteriores@uco.es">r-exteriores@uco.es</a></li> </ul>	<p><a href="http://www.uco.es/servicios/alojamiento/">http://www.uco.es/servicios/alojamiento/</a></p> <p><a href="http://www.uco.es/servicios/informacion/alojamiento/alojamiento.html">http://www.uco.es/servicios/informacion/alojamiento/alojamiento.html</a></p>

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature(scanned signatures are accepted)
P FARO02	Prof. Doutor Pedro Ferré, Vice Rector	9/9/2016	
E CORDOBA01	Prof. Antonio Raigón-Rodríguez Director of International Office Tel: +34 957212552 Fax: +34 957212583 Email: <a href="mailto:relaciones-internacionales@uco.es">relaciones-internacionales@uco.es</a>	16 SET. 2016	