Erasmus+ Programme

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

Inter-institutional agreement 2017-2019
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 (and department, where relevant)	Erasmus code	Contact details[1] (email, phone)	Website (eg. of the course catalogue)
Van Hall Larenstein, University of Applied Sciences Department of Life Sciences	NL VELP05	Institutional coordinator: **Tjallie Botden-Scheltinga** Institutional Erasmus Coordinator erasmus@hvhl.nl +31 26 369 5689 Drs. Renée van Groenestein Erasmus Coordinator erasmus@hvhl.nl +31 317 481 388 Departmental Coordinator: **Jannie van der Luit** jannie.vanderluit@hvhl.nl +31 58 284 6439	http://www.vhluniversity.com course catalogue: http://www.vhluniversity.com/vhl-studies/exchange/erasmus.aspx

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

Universidade do Algarve	P FARO02	**Drª. Marleni Azevedo**, International Relations and Mobility Office Coordinator international@ualg.pt +351 289 800 003	www.ualg.pt

B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one 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, 1st, 2nd or 3rd]*	Number of student mobility periods	
					Student Mobility for Studies *[total number of months of the study periods]*	*Student Mobility for Traineeships* *
P FARO02	NL VELP05	*05*	Natural sciences, mathematics and statistics	1st	2x6 months	
NL VELP05	P FARO02	*05*	Natural sciences, mathematics and statistics	1st	2x6 months	

** Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]*

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]*	*Staff Mobility for Training* *
P FARO02	NL VELP05	*05*	Natural sciences, mathematics and statistics	1 week, 1 person. 8 hours teaching	
NL VELP05	P FARO02	*05*	Natural sciences, mathematics and statistics	1 week, 1 person. 8 hours teaching	

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[2]	
				Student Mobility for Studies	Staff Mobility for Teaching
NL VELP05		English		B2 English	B2 English
P FARO02		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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

NL VELP05: Van Hall Larenstein, University of Applied Sciences welcomes students and staff members with disabilities, however acceptance requires approval (in case of students: during the online nomination period, in case of staff members: when applying). More information: http://www.vhluniversity.com/vhl-studies/contact/student-counselors.aspx

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

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
NL VELP05	15 May	15 November
P FARO02	31st May APPLICATIONS AND NOMINATIONS DEADLINE	31st October APPLICATIONS AND NOMINATIONS DEADLINE

[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://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr

[to be adapted in case of a trimester system]*

2. The receiving institution will send its decision within the following time frame:

NL VELP05: within 4 weeks

P FARO02: within 6 - 8 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

   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. 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 2014 will only take effect as of 1 September 2014+1. NB: 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

NL VELP05:

Course Load per Semester:

30 ECTS (European Credit Transfer System), that means in average 4 courses.

Grading:

A student's workload is measured in ECTS credits. According to Dutch law, one credit represents 28 hours of work and 60 credits represents one year of full-time study. The grading system used in the Netherlands is on a scale from 1 (very poor) to 10 (outstanding). Grading scales are generally absolute, as opposed to sliding scales in which students are measured against each other in terms of achievement. In the Netherlands a student needs at least 5.5 (out of 10) to have a (bare) pass. The following table compares the Dutch with the ECTS grading systems.

Dutch Grade	ECTS-Grade	Definition
8 - 10	A	Excellent
7 - 8	B	Very Good
6 - 7	C	Good
6 – 6.4	D	Satisfactory
5.5 - 6	E	Sufficient
< 5.5	F	Fail

When nu numerical mark is give, 'v' or *voldoende* and 'o' or *onvoldoende*, indicate 'satisfactory' and 'unsatitisfactory' respectively. *Vrij* or *Vrijstelling* indicates exemption.

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

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
NL VELP05	erasmus@hvhl.nl +31 26 369 5567	http://www.vhluniversity.com/vhl-studies/application/practical-matters/immigration.aspx
P FARO02	international@ualg.pt +351 289 800 003	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
NL VELP05	erasmus@hvhl.nl +31 26 369 5567	http://www.vhluniversity.com/vhl-studies/application/practical-matters/insurance.aspx
P FARO02	international@ualg.pt +351 289 800 003	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
NL VELP05	studenthousing@hvhl.nl	http://www.vhluniversity.com/vhl-studies/application/practical-matters/housing.aspx
P FARO02	international@ualg.pt +351 289 800 003	http://www.ualg.pt/home/en/content/accommodation-0

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[3]
NL VELP05	**P.C.A. van Dongen** Chairman of the Executive Board	17/5/17	Signature and Stamp
P FARO02	**Prof. Dr. Pedro Ferré** Vice-Rector	26.04.2017	Signature and Stamp

[3] Scanned signatures are accepted