



# Erasmus+ Programme

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

### Inter-institutional agreement 2014-2021 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 (and department, where relevant)	Erasmus code	Contact details <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Harokopio University</b>	<b>G KALLITH01</b>	<u>Departmental Coordinator:</u> Assist. Prof. Stamatis Kalogirou Department of Geography Harokopio University Email: <a href="mailto:skalo@hua.gr">skalo@hua.gr</a> T.: +30 2109549163  <u>Institutional Coordinator:</u> Prof. Dr. G. Dedousis Harokopio University Email: <a href="mailto:dedousi@hua.gr">dedousi@hua.gr</a> T.: +30 2109549304	<a href="http://www.hua.gr">www.hua.gr</a>
<b>Universidade de Aveiro</b>	<b>P AVEIRO01</b>	Niall Power Head of International Office Tel. +351 234 370 060; Email: <a href="mailto:gri@ua.pt">gri@ua.pt</a>  <u>Departmental Coordinator:</u> Professor Fernando Nogueira Department of Social, Political and Territorial Sciences Tel.: +351 234 372 483 Email: <a href="mailto:f.nogueira@ua.pt">f.nogueira@ua.pt</a>	University: <a href="http://www.ua.pt/">www.ua.pt/</a>  Course catalogue: <a href="http://www.ua.pt/ensino/#">www.ua.pt/ensino/#</a>  International students: <a href="http://www.ua.pt/gri/students">www.ua.pt/gri/students</a>

<sup>1</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration]	Student Mobility for Traineeships *
G KALLITH01	P AVEIRO01	0731	Town Planning	1 <sup>st</sup> , 2 <sup>nd</sup>	1 student x 6 months	No/Only by individual agreement
P AVEIRO01	G KALLITH01	0731	Town Planning	1 <sup>st</sup> , 2 <sup>nd</sup>	1 student x 6 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 *
G KALLITH01	P AVEIRO01	0731	Town Planning	1 staff x 5 days	No/Only by individual agreement
P AVEIRO01	G KALLITH01	0731	Town Planning	1 staff x 5 days	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 <sup>2</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
G KALLITH01	0731	Greek	English	B1 in Greek or B2 in English	English B2
P AVEIRO01	0731	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

#### G KALLITH01:

- Related to STA - incoming: First contact before the mobility and the related arrangements should be done with the HUA's Faculty closer to the taught topic(s) or with the ECTS – ERASMUS Departmental Co-ordinator.
- Related to STT - incoming: First contact before the mobility and the related arrangements should be done either with the HUA's Faculty closer to the training topic, or with the ECTS – ERASMUS Departmental Co-ordinator, in case of Faculty's training, and with the ERASMUS Office, for administrative personnel.

Harokopio University welcomes disabled students and staff. The Departmental Co-ordinator should be informed by the partner about the support needs of a disabled student or member of staff three (3) weeks before the Application deadline.

#### P AVEIRO01:

- Nomination by home institution required, before student's application
- Erasmus Student Network Aveiro - [www.esnaveiro.org/](http://www.esnaveiro.org/)
- Erasmus Buddy program, assists the international exchange students
- "Programa de Tutoria na UA" –Mentoring Program based on two areas of intervention, academic guidance and personalized training program, and two central figures but complementary teaching tutor and student mentor
- Accommodation guaranteed for students and teaching staff with disabilities

<sup>2</sup> 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>

- Support services and facilities for students and teaching staff with disabilities
- Student's Provider, Pedagogical Support Office, University Health Services, LUA – UA's telephone line for psychological support to students of the academy that involves experts and a group of student volunteers trained for the purpose

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
G KALLITH01	May 1 <sup>st</sup>	November 15 <sup>th</sup>
P AVEIRO01	May 31 <sup>st</sup>	November 15 <sup>th</sup>

2. The G KALLITH01 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 receiving institution 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

**G KALLITH01:** <http://www.erasmus.hua.gr/index.php/en/grading-systems>

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

### 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
G KALLITH01	Dept. of International and Public Relations, ERASMUS OFFICE Dr. E. DURIE, <a href="mailto:edurie@hua.gr">edurie@hua.gr</a>    <a href="mailto:erasmus@hua.gr">erasmus@hua.gr</a> T.: +30 210 9549330    F.: +30 210 9577050	Hellenic Republic-Ministry of Foreign Affairs <a href="http://www.mfa.gr/en/visas/">http://www.mfa.gr/en/visas/</a>
P AVEIRO01	Dora Ribeiro Email: <a href="mailto:dribeiro@ua.pt">dribeiro@ua.pt</a> Tel.: +351 234 370 200	<a href="http://www.ua.pt/gri/visas">www.ua.pt/gri/visas</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
G KALLITH01	Department of Academic Affairs – Students' care: Mrs. Aspasia Karamitsou T.: +30 2109549110 Email: <a href="mailto:tacad.foitmer@hua.gr">tacad.foitmer@hua.gr</a>	<a href="http://www.hua.gr/index.php/en/healthcare">www.hua.gr/index.php/en/healthcare</a> European Health Insurance Card : <a href="http://ec.europa.eu/social/main.jsp?catId=509&amp;langId=en">http://ec.europa.eu/social/main.jsp?catId=509&amp;langId=en</a>
P AVEIRO01	Niall Power Email: <a href="mailto:niall@ua.pt">niall@ua.pt</a> Tel.: +351 234 370 060	<a href="http://www.ua.pt/gri/healthcare">www.ua.pt/gri/healthcare</a>

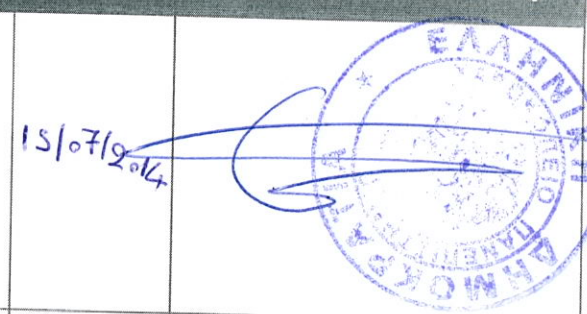
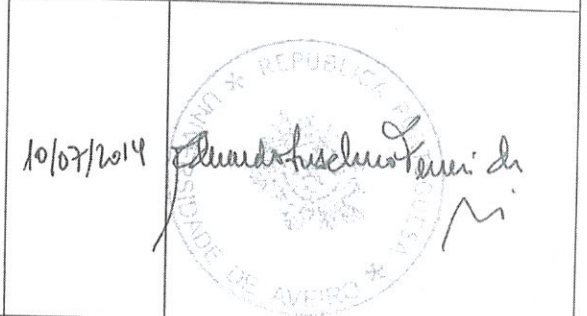
### **4. Housing**

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
G KALLITH01	Department of Academic Affairs – Students' care: Mrs. Aspasia Karamitsou T.: +30 2109549110 Email: <a href="mailto:tacad.foitmer@hua.gr">tacad.foitmer@hua.gr</a>	<a href="http://www.hua.gr/index.php/en/housing">www.hua.gr/index.php/en/housing</a> advice: <a href="http://eclass.hua.gr/courses/UNI111/">http://eclass.hua.gr/courses/UNI111/</a> <a href="http://www.esngreece.gr/">http://www.esngreece.gr/</a> <a href="http://www.stayinathens.com/">http://www.stayinathens.com/</a>
P AVEIRO01	Ana Coimbra Email: <a href="mailto:anacoimbra@ua.pt">anacoimbra@ua.pt</a> Tel.: +351 234 370 060	<a href="http://www.ua.pt/gri/accommodation">www.ua.pt/gri/accommodation</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup> and Institutional stamp
G KALLITH01	Prof. Evangelia Georgitsoyanni Vice-Rector of Academic Affairs and Personnel	15/07/2014	
P AVEIRO01	Prof. Dr. Eduardo Silva, Vice-Rector Institutional Coordinator	10/07/2014	

<sup>3</sup> Scanned signatures are accepted