



Erasmus+ Programme

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

Inter-institutional agreement 2017-2021 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 (email, phone)	Website (eg. of the course catalogue)
P BRAGA01 – UNIVERSIDADE DO MINHO (UMinho)		http://www.uminho.pt	
Head of International Office: Beatriz Araújo International Relations Office Campus of Gualtar P - 4710-057 Braga Tel: +351-253604505; Fax: +351-253604509; E-mail: sri@sri.uminho.pt		Academic Contact: Prof. Naim Haie School of Engineering /Department of Civil Engineering Campus of Azurém 4800-058 Guimarães Tel: +351- 253510217; Fax: +351-253 510205 E-mail: naim@civil.uminho.pt	
HR ZAGREB01 – University of Zagreb Faculty of Civil Engineering (Sveučilište u Zagrebu Građevinski fakultet) http://international.unizg.hr/international_students/exchange_students			
Institutional coordinator: Ida Ogulinac (Ms) erasmus.coordinator@unizg.hr Tel: +385 1 4698 128			
Faculty coordinator: Professor Dražen Vouk E-mail: dvouk@grad.hr +385 1 4639 213			

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.

FROM	TO	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 *
P BRAGA01	HR ZAGREB01	0732	Building and Civil Engineering	1 st and 2 nd	2 students for 5 months each = 10 months in total	No, only by individual agreement
				3 rd	1 student for 10 months = 10 months in total	
HR ZAGREB01	P BRAGA01	0732	Building and Civil Engineering	1 st and 2 nd	2 students for 5 months each = 10 months in total	No, only by individual agreement
				3 rd	1 student for 10 months = 10 months in total	
* To be agreed on an individual basis FROM	TO	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 *	
P BRAGA01	HR ZAGREB01	0732	Building and Civil Engineering	1 person (5 days)	No, only by individual agreement	
HR ZAGREB01	P BRAGA01	0732	Building and Civil Engineering	1 person (5 days)	No, only by individual agreement	

* To be agreed on an individual basis

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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
P BRAGA01*	Building and Civil Engineering	Portuguese	English	Portuguese – B1 English – B2	Portuguese – B2 English – B2
HR ZAGREB01	Building and Civil Engineering	Croatian	English (lectures are held in Croatian, consultations in English are provided for foreign students). For information regarding ERASMUS subjects (consultations in English) please refer to: https://www.grad.unizg.hr/en/international/international_students/erasmus	B2	B2

* For more details on the language of instruction recommendations, see our [Course Catalogue](#) or our [Language Requirements](#) information.

D. Additional requirements

P BRAGA01

Compulsory Orientation Programme: Information available at <https://alunos.uminho.pt/EN/incomingstudents/Pages/ProgramaORI.aspx>

Portuguese Language Course: Information available at <https://alunos.uminho.pt/EN/incomingstudents/Pages/CursoLP.aspx>

Support for Students with Disabilities: Information available at <https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx>

Additional Academic Requirements: Information available at <http://www.sri.uminho.pt/Default.aspx?tabindex=2&tabid=24&pageid=252&lang=eng>

HR ZAGREB01

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@unizg.hr

E. Calendar

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

Receiving institution	Autumn term	Spring term
P BRAGA01	15 th May	15 th October
HR ZAGREB01	10 th May	10 th November

2. The receiving institution will send its decision within 5 weeks (P BRAGA01) and within 8 weeks (HR ZAGREB01)
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks (P BRAGA01) after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

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 20XX will only 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

P BRAGA01

Information available at <http://www.sri.uminho.pt/Default.aspx?tabid=4&pageid=88&lang=eng>

PARTNER INSTITUTION

HR ZAGREB 01:

http://international.unizg.hr/international_students/exchange_students/academic_information

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	Contact details	Website for information
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	(email, phone)	
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx
HR ZAGREB01	Phone: +385 (0) 1 4698105 E-mail: incoming@unizg.hr	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb

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	Contact details (email, phone)	Website for information
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx
HR ZAGREB01	Phone: +385 (0) 1 4698105 E-mail: incoming@unizg.hr	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb

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	Contact details (email, phone)	Website for information
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://alunos.uminho.pt/EN/incomingstudents/Pages/Alojamento.aspx
HR ZAGREB01	incoming@unizg.hr	http://international.unizg.hr/international_students/exchange_students/student_services/housing

5. Academic Calendar

P BRAGA01

Information available at

<https://alunos.uminho.pt/EN/incomingstudents/Pages/CalendarioAcademico.aspx>

HR ZAGREB01:

<http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/academic-information/academic-calendar/>

6. Application Procedures


P BRAGA01

Information available at

<https://alunos.uminho.pt/EN/incomingstudents/Pages/ProcedimentosCandidaturas.aspx>

HR ZAGREB01: <http://www.unizg.hr/homepage/international-exchange/exchange-students/>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature¹
P BRAGA01	Prof. Carla Martins Pro-Rector		
HR ZAGREB 01	Professor Neven Kuspilić, Dean*		

* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty.

¹ Scanned signatures are accepted

5. Academic Calendar

P BRAGA01

Information available at

<https://alunos.uminho.pt/EN/incomingstudents/Pages/CalendarioAcademico.aspx>

HR ZAGREB01:

<http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/academic-information/academic-calendar/>

6. Application Procedures

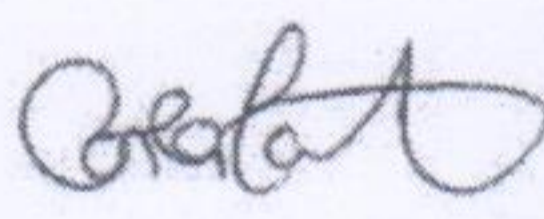
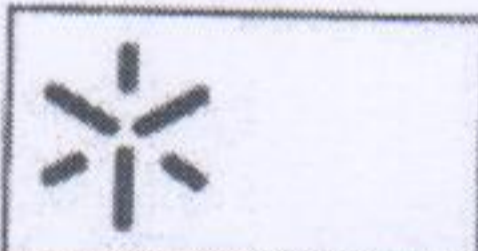
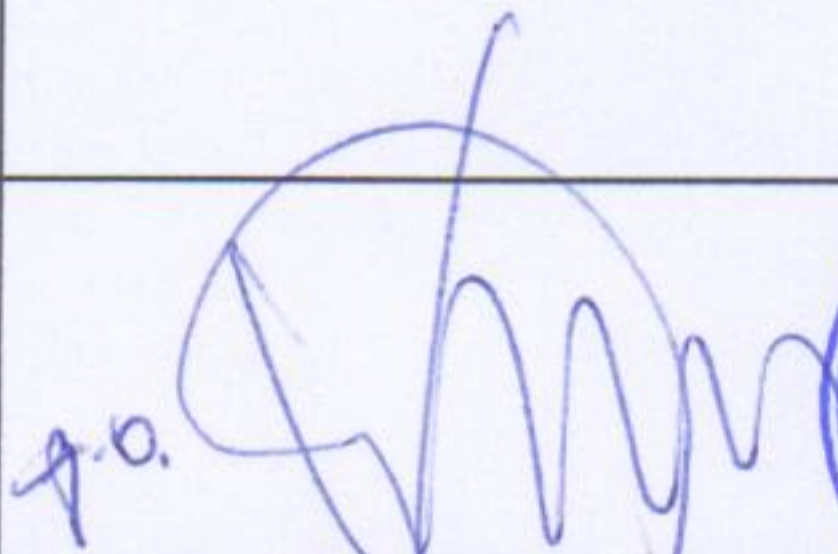

P BRAGA01

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HR ZAGREB01: <http://www.unizg.hr/homepage/international-exchange/exchange-students/>

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HR ZAGREB 01	Professor Neven Kuspilić, Dean*		 

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