



# 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

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)
Sveučilište u Zagrebu University of Zagreb Građevinski fakultet Faculty of Civil Engineering	HR ZAGREB 01	Institutional coordinator: Tajana Nikolić (Ms), <a href="mailto:erasmus.coordinator@unizg.hr">erasmus.coordinator@unizg.hr</a> , Tel: +385-1-46-98-165 Faculty coordinator: Professor Ivana Banjad Pečur E-mail: <a href="mailto:banjadi@grad.hr">banjadi@grad.hr</a> +385 1 4639 162	<a href="http://international.unizg.hr/international_students/exchange_students">http://international.unizg.hr/international_students/exchange_students</a>
Universidade de Aveiro Department of Civil Engineering	P AVEIRO01	Niall Power Head of International Office Tel. +351 234 370 060; Email: <a href="mailto:gri@ua.pt">gri@ua.pt</a> Departmental Coordinator: Professor Carlos Coelho Department of Civil Engineering Tel.: +351 234 370 098 Email: <a href="mailto:ccoelho@ua.pt">ccoelho@ua.pt</a>	<a href="http://www.ua.pt/">http://www.ua.pt/</a> <a href="http://www.ua.pt/ensino/#">http://www.ua.pt/ensino/#</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]	Student Mobility for Traineeships *
P AVEIRO01	HR ZAGREB 01	0732	Building and Civil Engineering	1 <sup>st</sup>	10 (2 students x 5 months)	No/Only by individual agreement
				2 <sup>nd</sup>	10 (2 students x 5 months)	
				3 <sup>rd</sup>	5 (1 student x 5 months)	
HR ZAGREB 01	P AVEIRO01	0732	Building and Civil Engineering	1 <sup>st</sup>	10 (2 students x 5 months)	No/Only by individual agreement
				2 <sup>nd</sup>	10 (2 students x 5 months)	
				3 <sup>rd</sup>	5 (1 student x 5 months)	

\* 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]	Staff Mobility for Training *
P AVEIRO01	HR ZAGREB 01	0732	Building and Civil Engineering	30 days (1 person x 30 days)	No/Only by individual agreement
HR ZAGREB 01	P AVEIRO01	0732	Building and Civil Engineering	30 days (1 person x 30 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	Staff Mobility for Teaching
HR ZAGREB 01	0732	Croatian	English (lectures are held in Croatian, consultations in English are provided for foreign students)	B2	B2
P AVEIRO01	0732	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

**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](mailto:incoming@unizg.hr)

**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
- 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

<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>

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
HR ZAGREB01	10 May	10 November
P AVEIRO01	May 31 <sup>st</sup>	November 15 <sup>th</sup>

2. The HR ZAGREB01 will send its decision within 8 weeks. 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

This agreement will come into effect from the date of signature by the partner universities. It remains valid until the end of the final academic year indicated on page 1 of the present agreement or until the partners agree to end it by mutual accord, provided that a minimum of one academic year's notice is given. Should a single partner wish to withdraw from the agreement prior to the validity period indicated in page 1, that institution must guarantee that any student admitted at that time will be able to continue their studies/traineeships and complete the planned mobility.

*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

#### **HR ZAGREB 01:**

[http://international.unizg.hr/international\\_students/exchange\\_students/academic\\_information](http://international.unizg.hr/international_students/exchange_students/academic_information)

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

### 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
HR ZAGREB01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a> , 00385 (0)1 4698105	<a href="http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb">http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb</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
HR ZAGREB01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a> , 00385 (0)1 4698105	<a href="http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb">http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb</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>

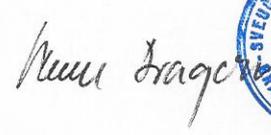
### 4. Housing

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
HR ZAGREB01	<a href="mailto:vlado.levak@sczgj.hr">vlado.levak@sczgj.hr</a>	<a href="http://international.unizg.hr/international_students/exchange_students/student_services/housing">http://international.unizg.hr/international_students/exchange_students/student_services/housing</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>
HR ZAGREB 01	Professor Vesna Dragčević, Dean*	17/01/2014	 
P AVEIRO01	Prof. Dr. Eduardo Silva, Vice-Rector Institutional Coordinator	08/01/2014	 

\* According to the Article 21 of the Statute, University of Zagreb, in the 15<sup>th</sup> 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

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