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## Erasmus+ Programme

### Bilateral Inter-Institutional Agreement

#### Key Action 1

#### Learning Mobility for Higher Education Students and Staff among EU Member States and third countries associated to the Programme

#### **Information on Digital Inter-Institutional Agreements**

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

#### **Grading systems of the institutions**

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.



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# Inter-Institutional Agreement

## Information about the higher education institutions

Interinstitutional Agreement Partners				
Partner HEI 1	Name of the institution (and department, where relevant)		SCHAC code	Erasmus code
	PANEPISTIMIO PATRON, Department of Management Science and Technology		upatras.gr	G PA-TRA01
	Partner Contact Details			
	#	Full Name	Email	Phone
	1	Dr Ioanna Giannoukou - Department of Management Science and Technology	igian@upatras.gr	
Partner HEI 2	Name of the institution (and department, where relevant)		SCHAC code	Erasmus code
	INSTITUTO POLITECNICO DO CAVADO E DO AVE		ipca.pt	P ARCOZ-EL01
	Partner Contact Details			
	#	Full Name	Email	Phone
	1	Angela Carvalho	gri@ipca.pt	+ 351 253 802 207

Approvals Table			
SCHAC code	Name	Email	Date
upatras.gr		intern.rel@upatras.gr	2023-11-13T12:54:55Z
ipca.pt	Paula Tavares	ptavares@ipca.pt	2023-11-13T12:07:02Z



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# Inter-Institutional Agreement

## Partner 1 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

<b>Calendar</b>	
<b>Incoming student nominations must reach the institution by:</b>	
<b>Autumn term [day/month]</b>	05/20
<b>Spring term [day/month]</b>	09/30
<b>Applications from incoming students must reach the institution by:</b>	
<b>Autumn term [day/month]</b>	06/20
<b>Spring term [day/month]</b>	10/31

The institution will send its decision within 5 weeks, and no later than 5 weeks.

<b>Application procedure Information</b>		
<b>Contact email</b>	<b>Contact phone</b>	<b>Websites for information</b>
llp.incoming@upatras.gr	+302610997987	<a href="https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/">https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/</a>

<b>Additional requirements Information</b>		
<b>Academic requirements</b>		
<b>ECTS completed</b>	<b>Subject area (ISCED)</b>	<b>EQF level</b>
<b>Requirement</b>	<b>Details</b>	<b>Website</b>
Other	B1 Greek level & B2 English	<a href="http://not.valid">http://not.valid</a>

<b>Inclusion and accessibility Information</b>			
The institution will provide support to incoming mobile participants with special needs, 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:			
<b>Available infrastructure adjusted for people with:</b>	<b>Description of infrastructure</b>	<b>Contact details</b>	<b>Website for information</b>



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# Inter-Institutional Agreement

Available support services for people with:	Description of infrastructure	Contact details	Website for information
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<b>Housing Information</b>		
The 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 contact points and information sources:		
Contact email	Contact phone	Websites for information
llp.incoming@upatras.gr	+302610997987	<a href="https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/">https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/</a>

<b>Visa Information</b>		
The institution 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:		
Contact email	Contact phone	Websites for information
llp.incoming@upatras.gr	+302610997987	<a href="https://www.mfa.gr/en/visas">https://www.mfa.gr/en/visas</a>

<b>Insurance Information</b>		
The institution 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:		
Contact email	Contact phone	Websites for information
llp.incoming@upatras.gr	+302610997987	<a href="https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/">https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/</a>

<b>Additional Information</b>			
Information on	Contact email	Contact phone	Website for information

**A Transcript of Records will be issued by the institution no later than 5 weeks after the assessment period has finished.**  
**[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]**



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# Inter-Institutional Agreement

## Partner 2 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

<b>Calendar</b>	
<b>Incoming student nominations must reach the institution by:</b>	
<b>Autumn term [day/month]</b>	04/30
<b>Spring term [day/month]</b>	10/31
<b>Applications from incoming students must reach the institution by:</b>	
<b>Autumn term [day/month]</b>	04/30
<b>Spring term [day/month]</b>	10/31

**The institution will send its decision within 5 weeks, and no later than 5 weeks.**

<b>Application procedure Information</b>		
<b>Contact email</b>	<b>Contact phone</b>	<b>Websites for information</b>
gri@ipca.pt	+351253802207	<a href="https://ipca.pt/en/incoming-students/">https://ipca.pt/en/incoming-students/</a>

<b>Additional requirements Information</b>		
<b>Academic requirements</b>		
<b>ECTS completed</b>	<b>Subject area (ISCED)</b>	<b>EQF level</b>
<b>Requirement</b>	<b>Details</b>	<b>Website</b>
Other	Transcript of Records	<a href="http://not.valid">http://not.valid</a>
Other	Portfolio for Design Students	<a href="http://not.valid">http://not.valid</a>

<b>Inclusion and accessibility Information</b>
The institution will provide support to incoming mobile participants with special needs, 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:



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Available infrastructure adjusted for people with:	Description of infrastructure	Contact details	Website for information
IPCA's infrastructures	Not present		<a href="https://sas.ipca.pt/">https://sas.ipca.pt/</a>
Available support services for people with:	Description of infrastructure	Contact details	Website for information

<b>Housing Information</b>		
The 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 contact points and information sources:		
Contact email	Contact phone	Websites for information
gri@ipca.pt	+351253802207	<a href="https://ipca.pt/en/incoming-students/accommodation/">https://ipca.pt/en/incoming-students/accommodation/</a>

<b>Visa Information</b>		
The institution 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:		
Contact email	Contact phone	Websites for information
gri@ipca.pt	+351253802207	<a href="https://ipca.pt/en/incoming-students/practical-information/visa-and-other-formalities/">https://ipca.pt/en/incoming-students/practical-information/visa-and-other-formalities/</a>

<b>Insurance Information</b>		
The institution 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:		
Contact email	Contact phone	Websites for information
gri@ipca.pt	+351253802207	<a href="https://ipca.pt/en/incoming-students/practical-information/insurance/">https://ipca.pt/en/incoming-students/practical-information/insurance/</a>

<b>Additional Information</b>			
Information on	Contact email	Contact phone	Website for information



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# Inter-Institutional Agreement

Recognition process	gri@ipca.pt	+351253802207	<a href="https://ipca.pt/en/incoming-students/">https://ipca.pt/en/incoming-students/</a>
Other useful information	gri@ipca.pt	+351253802207	<a href="https://ipca.pt/en/incoming-students/">https://ipca.pt/en/incoming-students/</a>

**A Transcript of Records will be issued by the institution no later than 5 weeks after the assessment period has finished.**

**[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]**



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# Inter-Institutional Agreement

## Cooperation conditions

Terms of the agreement to be set for each agreement and approved by the institutions. (Information only accessible to the relevant parties)

Student Mobility for Studies					
1	<b>Sending SCHAC</b>	<b>Sending Department</b>	<b>EQF level</b>	<b>Start Academic Year</b>	<b>End Academic Year</b>
	ipca.pt	School of Management (ESG)	67	2022/2023	2028/2029
	<b>Receiving SCHAC</b>	<b>Receiving Department</b>	<b>Blended Mobility option</b>	<b>Number of Students</b>	<b>Total Months Per Year</b>
	upatras.gr	Department of Management Science and Technology	NO	2	10
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0410			
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
	1	en	B2		



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# Inter-Institutional Agreement

	<b>Sending SCHAC</b>	<b>Sending Department</b>	<b>EQF level</b>	<b>Start Academic Year</b>	<b>End Academic Year</b>
2	upatras.gr	Department of Management Science and Technology	67	2022/2023	2028/2029
	<b>Receiving SCHAC</b>	<b>Receiving Department</b>	<b>Blended Mobility option</b>	<b>Number of Students</b>	<b>Total Months Per Year</b>
	ipc.a.pt		YES	2	10
<b>Subject Areas (ISCED)</b>					
#	<b>Subject Area</b>		<b>Subject Area Clarification</b>		
1	0410				
<b>Language Skills</b>					
#	<b>Language</b>	<b>Language Level</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>	
1	en	B1			

## Student Mobility for Traineeships

## Staff Mobility for Teaching



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# Inter-Institutional Agreement

	<b>Sending SCHAC</b>	<b>Sending Department</b>	<b>Start Academic Year</b>	<b>End Academic Year</b>
	ipca.pt	School of Management (ESG)	2022/2023	2028/2029
	<b>Receiving SCHAC</b>	<b>Receiving Department</b>	<b>Number of Staff</b>	<b>Total Days Per Year</b>
	upatras.gr	Department of Management Science and Technology	2	10.00
<b>Subject Areas (ISCED)</b>				
#	<b>Subject Area</b>	<b>Subject Area Clarification</b>		
1	0410			
<b>Language Skills</b>				
#	<b>Language</b>	<b>Language Level</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>
1	en	B2		
	<b>Sending SCHAC</b>	<b>Sending Department</b>	<b>Start Academic Year</b>	<b>End Academic Year</b>
	upatras.gr	Department of Management Science and Technology	2022/2023	2028/2029
	<b>Receiving SCHAC</b>	<b>Receiving Department</b>	<b>Number of Staff</b>	<b>Total Days Per Year</b>
	ipca.pt		2	10.00
<b>Subject Areas (ISCED)</b>				
#	<b>Subject Area</b>	<b>Subject Area Clarification</b>		
1	0410			

## Staff Mobility for Training