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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.



## Information about the higher education institutions

Interinstitutional Agreement Partners				
Partner HEI 1	Name of the institution (and department, where relevant)			SCHAC code
	Instituto Politecnico de Setubal, Business School			ips.pt
	Partner Contact Details			
	#	Full Name	Email	Phone
	1	Luisa Carvalho	cimob@ips.pt	+351265790159
Partner HEI 2	Name of the institution (and department, where relevant)			SCHAC code
	Panepistimio Patron, Department of Management Science and Technology			upatras.gr



## 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.

Websites	
General	Placeholder_URL
Faculty/Faculties	Placeholder_URL
Course Catalogue	Placeholder_URL

Calendar	
Incoming student nominations must reach the institution by:	
Autumn term [day/month]	30/06
Spring term [day/month]	30/11
Applications from incoming students must reach the institution by:	
Autumn term [day/month]	30/07
Spring term [day/month]	30/12

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

Application procedure Information		
Contact email	Contact phone	Websites for information
cimob@ips.pt	+351265790159	<a href="http://www.ips.pt/ips_si_uk/WEB_BASE.GERA_PAGINA?P_pagina=25927">http://www.ips.pt/ips_si_uk/WEB_BASE.GERA_PAGINA?P_pagina=25927</a>



Additional requirements Information		
Academic requirements		
ECTS completed	Subject area (ISCED)	EQF level
Requirement	Details	Website
Other	It's recommended that students arrive before	<a href="http://www.ips.pt/ips_si_uk/WEB_BASE.GERA_PAGINA?P_pagina=25927">http://www.ips.pt/ips_si_uk/WEB_BASE.GERA_PAGINA?P_pagina=25927</a>
Other	The Portuguese grading system is ranked on a	<a href="http://www.ips.pt/ips_si_uk/WEB_BASE.GERA_PAGINA?P_pagina=25927">http://www.ips.pt/ips_si_uk/WEB_BASE.GERA_PAGINA?P_pagina=25927</a>

Inclusion and accessibility Information			
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:			
Available infrastructure adjusted for people with:	Description of infrastructure	Contact details	Website for information
Infrastruture	All IPS school facilities are prepared to be used by students and staff with disabilities. Almost all of the school activities take place on ground floor. If required, the accessibility to higher floors is available by elevators.		<a href="http://not.valid">http://not.valid</a>
Available support services for people with:	Description of infrastructure	Contact details	Website for information

Housing Information		
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
<a href="mailto:cristina.almeida@sas.ips.pt">cristina.almeida@sas.ips.pt</a>	+351265709690	<a href="http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30590">http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30590</a>



# Inter-Institutional Agreement

**Visa Information**

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
cimob@ips.pt	+351265790159	<a href="http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30594">http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30594</a>

**Insurance Information**

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
cimob@ips.pt	+351265790159	<a href="http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30594">http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30594</a>

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Contact email	Contact phone	Websites for information
cimob@ips.pt	+351265790159	<a href="http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30594">http://www.ips.pt/ips_si/web_base.gera_pagina?P_pagina=30594</a>

**Additional Information**

Information on	Contact email	Contact phone	Website for information
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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]



## 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.

Websites	
General	Placeholder_URL
Faculty/Faculties	Placeholder_URL
Course Catalogue	Placeholder_URL

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

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

Application procedure Information		
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>

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

**Inclusion and accessibility Information**

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:

Available infrastructure adjusted for people with:	Description of infrastructure	Contact details	Website for information
Available support services for people with:	Description of infrastructure	Contact details	Website for information

**Housing Information**

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>

**Visa Information**

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>

**Insurance Information**

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.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/">https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/</a>



# Inter-Institutional Agreement

**Insurance Information**

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.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/">https://www.upatras.gr/en/international/erasmus/programma-erasmus/mobility-for-studies/</a>

**Additional Information**

Information on	Contact email	Contact phone	Website for information
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**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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## **Cooperation conditions**

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

<b>Student Mobility for Studies</b>
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<b>Student Mobility for Traineeships</b>
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Staff Mobility for Teaching					
1	<b>Sending SCHAC</b>	<b>Sending Department</b>		<b>Start Academic Year</b>	<b>End Academic Year</b>
	ips.pt	Business School		2021/2022	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>#</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>		
	1	041	Business and administration		
	<b>Language Skills</b>				
	<b>#</b>	<b>Language</b>	<b>Language Level</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>
	1	en	B2		
2	<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		2021/2022	2028/2029
	<b>Receiving SCHAC</b>	<b>Receiving Department</b>		<b>Number of Staff</b>	<b>Total Days Per Year</b>
	ips.pt	Business School		2	10.00
	<b>Subject Areas (ISCED)</b>				
	<b>#</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>		
	1	041	Business and administration		
	<b>Language Skills</b>				
	<b>#</b>	<b>Language</b>	<b>Language Level</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>
	1	en	B2		



Staff Mobility for Training					
1	<b>Sending SCHAC</b>	<b>Sending Department</b>		<b>Start Academic Year</b>	<b>End Academic Year</b>
	ips.pt	Business School		2021/2022	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>#</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>		
	1	041	Business and administration		
	<b>Language Skills</b>				
	<b>#</b>	<b>Language</b>	<b>Language Level</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>
	1	en	B2		
2	<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		2021/2022	2028/2029
	<b>Receiving SCHAC</b>	<b>Receiving Department</b>		<b>Number of Staff</b>	<b>Total Days Per Year</b>
	ips.pt	Business School		2	10.00
	<b>Subject Areas (ISCED)</b>				
	<b>#</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>		
	1	041	Business and administration		
	<b>Language Skills</b>				
	<b>#</b>	<b>Language</b>	<b>Language Level</b>	<b>Subject Area</b>	<b>Subject Area Clarification</b>
	1	en	B2		