

REPÚBLICA DE CHILE  
UNIVERSIDAD DE SANTIAGO DE CHILE  
DEPARTAMENTO DE RELACIONES INTERUNIVERSITARIAS E  
INTERNACIONALES

**APRUEBA CONVENIO ENTRE LA UNIVERSIDAD DE SANTIAGO DE CHILE Y LA UNIVERSIDAD DE BEIRA INTERIOR (PORTUGAL).**

**SANTIAGO, 28/02/2022 - 1544**

**VISTOS:** El DFL. N° 149 de 1981, del Ministerio de Educación y la Resolución N° 6 Y 7, de 2019, de la Contraloría General de la República.

**CONSIDERANDO:**

La importancia para la Universidad de Santiago de Chile de promover la cooperación académica e interinstitucional e internacional y fomentar las relaciones bilaterales de carácter académico.

**RESUELVO:**

APRUEBESE el convenio, suscrito entre la Universidad de Santiago de Chile y la Universidad de Beira Interior, Portugal, con fecha 07 de julio 2020 y cuyo texto es el siguiente:



Erasmus+ Inter-institutional agreement 2020-2023

**Erasmus+ Programme**

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

**Inter-institutional agreement 2020-2023  
between institutions from  
Programme and Partner Countries<sup>1</sup>**

**Minimum requirements<sup>2</sup>**

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus

**A. Information about higher education institutions**

Full name of the institution / country	Erasmus code or city <sup>3</sup>	Contact details <sup>4</sup> (email, phone)	Website
Universidade da Beira Interior / Portugal	PCOVILHA01	icm@ubi.pt +351 275 242 062	<a href="https://www.ubi.pt/en/">https://www.ubi.pt/en/</a>
Universidad de Santiago de Chile, Santiago, Chile	PIC 986427436	<b>Universidad de Santiago de Chile:</b> Address Vicerrectoría de Vinculación con el Medio Avda. Libertador Bernardo O'Higgins 3363, Estación Central, of 102, Casa Central. Tel.: +5627180044  <b>1. Institutional Coordinator:</b> MSc. Anoeck van den Berg Directora Relaciones Internacionales e Interuniversitarias  E-mail: anoek.vandenberg@usach.cl  <b>2. Incoming Academic Staff</b> MSc. Bilha Cristina Ojeda Tel.: +56227180198 Email: bilha.ojeda@usach.cl	<a href="https://drii.usach.cl/">https://drii.usach.cl/</a>

<sup>1</sup> Erasmus+ Programme Countries are the EU Member States, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>3</sup> Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement.



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## B. Mobility numbers<sup>5</sup> per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
PCOVILHA01	PIC 986427436	03; 041	Social sciences, journalism and information; Business and Administration	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	N/A	N/A
PIC 986427436	PCOVILHA01				N/A	N/A

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	Staff Mobility for Training
PCOVILHA01	PIC 986427436	03; 041	Social sciences, journalism and information; Business and Administration	N/A	N/A
PIC 986427436	PCOVILHA01			2 (9 days)	N/A

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*): <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

### 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 or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>6</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
PCOVILHA01		Portuguese	English	B1	B2
PIC 986427436		Spanish		C1	C2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

### D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: [https://www.ubi.pt/Ficheiros/Entidades/GRP/Carta\\_Universitaria\\_Erasmus\\_Plus\\_2014-2020.jpg](https://www.ubi.pt/Ficheiros/Entidades/GRP/Carta_Universitaria_Erasmus_Plus_2014-2020.jpg)

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

<sup>6</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>



### **Before mobility**

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

### **During and after mobility**

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

## **E. Additional requirements**

### **University of Beira Interior**

#### **Nomination and application to UBI**

##### Before nomination

In order to prepare nomination, students and staff members should check the academic offer (<http://www.ubi.pt/en/courses>) at the University of Beira Interior and establish communication with our Erasmus+ coordinator or faculty coordinators for more academic information and for better preparing of their documents such as Learning Agreement/Mobility Agreement.

#### Nomination

Until the given deadline, Erasmus+ coordinators from the universities in the Programme countries have to nominate their students and staff members. Nomination is sent through email communication and with each nominated candidate contact details. Official email nomination by IRO will be accepted as official nomination on behalf of your respective university.

#### Application

After nomination, candidates should apply online to our online application form (link: [http://www.ubi.pt/en/page/gisp\\_en](http://www.ubi.pt/en/page/gisp_en)) and send required documents.

NOTE: only completed nominations will be accepted and elaborated. Application documents should be in English or Portuguese. Application documents received after application deadlines will not be accepted. **It is not possible for exchange students to defend their BA/MA/PhD thesis at the host university.**

Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/facilities available.

#### Nomination and application from UBI

UBI will follow instructions provided from the Programme country's university and as agreed in this IIA. If the number of applicants surpasses the number of allowed mobilities, UBI will adopt a ranking based on three criteria: average of completed curricular units; letter of motivation, year of enrollment, giving priority to finalist students.

#### **Financial Support**

The University of Beira Interior is the responsible institution for the management of the grants between the two countries. A teacher/staff or student will receive the following grant:

Type of Mobility	Individual Support	Travel Support
Staff Teaching	160€ per day	
Staff Training	160€ per day	1500€
Student Mobility	850€ per month	

Note: For teachers and staff, the grant is paid upon arrival, by check. For students, the grant is paid through bank transfer. For that, the student must have a Portuguese bank account, which will be created upon arrival.

#### **Universidad de Santiago de Chile:**

##### **Provided support from Usach**

- Ensure equal academic treatment and services for incoming students, professors and the staff into the institution's everyday life and have appropriate mentoring and support arrangements as well as appropriate linguistic support for all of them.

- Ensure recognition of the educational components and related credits, issuing transcript of records and diploma supplements of outgoing and/or incoming students.
- Support the reintegration of outgoing participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.

We provide a number of different and specific support services for international students. Some of them are:

- Guidance throughout the application process.
- Access to the University Health Service
- Help with basic issues related to the student visa
- Information to settle in when the students first arrival
- Spanish as a second language course at no cost.
- Support to welcome students and staff with disabilities: <http://dfii.usach.cl/Calendar>
- Specifically, for incoming Academic staff, customize their support according to the different activities that they might plan, it includes orientation on how to move around the city and the campus, where to stay and to eat, to help them organize activities with the area of professors they might want to connect for seminars, master class or lecture, training, observation, conference, or any other activity that is under the guideline of the Erasmus Program.
- For outgoing Academic staff, provide the orientation received from the host university.
- In relation to language skill it is recommended to have a B1, B2 level of Spanish proficiency.

## F. Calendar

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

Receiving institution [Erasmus code or city]	Autumn Term	Spring Term
PCOVILHA01	May	November
PIC 986427436	October, 15th	May 15th

2. The receiving institution will send its decision within **5 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. In case of the termination of the agreement, **It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement**. However, 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 2021 will only take effect as of 1 September 2022. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## G. Information

### 1. Grading systems of the institutions

PCOVILHA01

ECTS grading scale:

Student performances are graded individually and not on a statistical basis. In general, the University of Beira Interior uses the grading system charted below.

ECTS Grade	Portuguese Grade	Definition	
A	18-20	Excellent	Best 10%
B	16-17	Very Good	Next 25%
C	14-15	Good	Next 30%
D	10-13	Adequate	Next 25%
E	<10	Fail	Next 10%

PIC 986427436:

<b>CHILEAN grading system</b>
<b>7= Excellent</b>
<b>From 6 to 6.9: Very good</b>
<b>From 5 to 5.9: Good</b>
<b>From 4 to 4.9: Sufficient</b>
<b>From 0 to 3.9: Fail</b>

### 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.

All students involved in a mobility with Partner Countries, are required to obtain a valid visa for the mobility period, prior to their departure from the home country. The copy of the document must be provided to the receiving institution upon arrival.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
PCOVILHA01	icm@ubi.pt +351 275 242 062	<a href="https://www.ubi.pt/en/">https://www.ubi.pt/en/</a>
PIC 986427436	<u>Incoming Academic Staff</u>  MSc, Bilha Cristina Ojeda Coordinator Tel.: +5627180198 Bilha.ojeda@usach.cl	<a href="https://drii.usach.cl/">https://drii.usach.cl/</a>  <u>Incoming Academic Staff</u>



		<a href="https://www.drii.usach.cl/sites/drii/files/manual_academicos_internacionales.pdf">https://www.drii.usach.cl/sites/drii/files/manual_academicos_internacionales.pdf</a>
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### 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.

All students involved in a mobility with Partner Countries, are required to obtain an insurance for the mobility period. The copy of the document must be provided to the receiving institution upon arrival.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
PCOVILHA01	<a href="mailto:icm@ubi.pt">icm@ubi.pt</a> +351 275 242 062	<a href="https://www.ubi.pt/en/">https://www.ubi.pt/en/</a>
PIC 986427436		<a href="https://drii.usach.cl/">https://drii.usach.cl/</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 or city]	Contact details (email, phone)	Website for information
PCOVILHA01	<a href="mailto:icm@ubi.pt">icm@ubi.pt</a> +351 275 242 062	<a href="https://www.ubi.pt/en/page/accommodation">https://www.ubi.pt/en/page/accommodation</a>
PIC 986427436		<a href="https://drii.usach.cl/es/movilidad-acad%C3%A9mica-entrante">https://drii.usach.cl/es/movilidad-acad%C3%A9mica-entrante</a>



**H. Signatures of the institutions (legal representatives)**


Institution [Erasmus code or name and city]	Name, function	Date	Signature
PCOVILHA01	Prof. João Manuel Messias Canavilhas Vice Rector and Institutional Coordinator		
PIC 986427436	Dr. Juan Manuel Zolezzi Cid Rector		

**ANÓTESE Y COMUNÍQUESE**

Dr. JUAN MANUEL ZOLEZZI CID, Rector

Lo que transcribo a usted para su conocimiento.

Saluda a usted,

  
ÁNGEL JARA TOBAR  
SECRETARIO GENERAL (S)

AB/MP  
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