



## Universidade de Évora Info Sheet

**Name of the institution:** Universidade de Évora

**Erasmus code:** P EVORA01

**Contact details:** Prof. Cesaltina Maria Pacheco Pires – Legal Representative

Dra. Alexandra Fernandes, Mobility Support Office

Academic Services

Email: [mobility@uevora.pt](mailto:mobility@uevora.pt)

Telf: +351 266 760 242

Address: Largo dos Colegiais, nº. 2 7000-803 Évora, Portugal

**Website:** [www.uevora.pt](http://www.uevora.pt)

Erasmus incoming information: <https://www.uevora.pt/ensino/Mobilidade/Mobilidade-In>

### Recommended language skills:

Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>1</sup>	
		Student Mobility for Studies [ <i>Minimum recommended level: B1</i> ]	Staff Mobility for Teaching [ <i>Minimum recommended level: B2</i> ]
Portuguese	English (selected courses)	B1 required	B2

### Additional requirements:

- Master students it's required to send a bachelor certificate OR a transcript of records with 180 ECTS credits to the Mobility and International Relations Office. All master programs are

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<sup>1</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>

successive master programs at P EVORA O1. A following master's program builds on a previously completed bachelor's program **in the same field of studies**.

- It's also required to PhD students to send a master certificate to the Mobility and International Relations Office. PhD students will only receive ECTS credits if they complete courses at the host institution. Therefore, they will not receive any ECTS credits from the host institution for PhD-related research they undertake. The home institution is responsible for accrediting PhD students with ECTS credits for research completed at the host institution.
- It is not possible for students to hand-in their final BA-/MA-/PhD-thesis at the host institution. Final theses need to be graded by the home institution.
- University of Évora offers counseling for students with disabilities and chronic diseases. We assist with finding suitable accommodation (wheelchair users are advised to apply for accommodation as early as possible), we provide information about public transport, access to health care, and about financial support in case of additional disability expenditure on the part of the student. The Office for Students with Special Needs moreover gives information concerning the accessibility of university buildings and helps to move a class to another room, if needed. Accommodated study and exam conditions, e.g. additional study papers for blind and visually impaired students, or extra time to use technical devices during exams can also be arranged.

Contacts - email: [mobility@uevora.pt](mailto:mobility@uevora.pt) telephone: +351 266 760242

- For the implementation of STA/STT-mobilities, a letter of invitation – issued by the University of Évora – contact person – is required.

#### Calendar:

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P EVORA01	July, 15th  <i>Partner institutions should send nominations by email to <a href="mailto:mobility@uevora.pt">mobility@uevora.pt</a></i>	November, 15th  <i>Partner institutions should send nominations by email to <a href="mailto:mobility@uevora.pt">mobility@uevora.pt</a></i>

2. The receiving institution will send its decision within 4 weeks.

#### Transcript of Records

A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the end of the exchange period given that the transcript form and all relevant course work has been graded.

### Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

### Grades

Universidade de Évora will enclose the requested table with the transcript of records.

### 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
P EVORA01	Mobility Support Office Academic Services email: <a href="mailto:mobility@uevora.pt">mobility@uevora.pt</a>	<a href="https://www.uevora.pt/ensino/Mobilidade/Mobilidade-In">https://www.uevora.pt/ensino/Mobilidade/Mobilidade-In</a>

### 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
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<b>P EVORA01</b>	Mobility Support Office Academic Services email: <a href="mailto:mobility@uevora.pt">mobility@uevora.pt</a>	<a href="https://www.uevora.pt/ensino/Mobilidade/Mobilidade-In">https://www.uevora.pt/ensino/Mobilidade/Mobilidade-In</a>
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## 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
<b>P EVORA01</b>	Mobility Support Office Academic Services email: <a href="mailto:mobility@uevora.pt">mobility@uevora.pt</a>	<a href="https://www.uevora.pt/ensino/Mobilidade/Mobilidade-In">https://www.uevora.pt/ensino/Mobilidade/Mobilidade-In</a>