

UNIVERSIDADE
DE LISBOAInstituto de Geografia
e Ordenamento do Território
UNIVERSIDADE DE LISBOA

Annex to Erasmus+ Inter-Institutional Agreement

INSTITUTIONAL FACTSHEET

UNIVERSIDADE DE LISBOA – INSTITUTO DE GEOGRAFIA E ORDENAMENTO DO TERRITÓRIO (IGOT-ULisboa)

(Universidade de Lisboa – Institute of Geography and Spatial Planning)

1. Institutional Information

1.1. Institutional details

Name of the institution	UNIVERSIDADE DE LISBOA INSTITUTE OF GEOGRAPHY AND SPATIAL PLANNING
Erasmus Code / ERASMUS Charter	P LISBOA109 / ECHE N.º: 269558-EPP-1-2015-1-PT-EPPKA3-ECHE
Institution website	http://www.igot.ulisboa.pt/
Institutional Coordinator	Full Professor José Manuel Simões (President)
Contact details	IGOT - Edifício IGOT, Rua Branca Edmée Marques 1600-276, Lisbon – PORTUGAL ☎: (+351) 21 044 30 00 ✉: erasmus@igot.ulisboa.pt

1.2. Departmental ERASMUS Coordinator:

School	Institute of Geography and Spatial Planning
MOBILITY Coordinators	PhD Dr. Maria Helena Esteves (Student mobility) / E-mail: me@campus.ul.pt PhD Dr. Jennifer McGarrigle (Staff Mobility) / E-mail: jcarvalho@campus.ul.pt
Responsibility	International Cooperation Programme Coordinators - incoming and outgoing students (Prof. Maria Helena Esteves) and staff (Prof. Jennifer McGarrigle)
Contact details	Contact Person – Academic (mobility) Officer MSc. Elisabete NUNES IGOT - Edifício IGOT, Rua Branca Edmée Marques 1600-276, Lisbon – PORTUGAL ☎: (+351) 21 044 30 00 ✉: erasmus@igot.ulisboa.pt
Website	http://www.igot.ulisboa.pt/
Exchange students	http://www.igot.ulisboa.pt/mobilidade/
Course Catalogue	http://www.igot.ulisboa.pt/ensino/

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level*
Student Mobility for Studies	Any related to IGOT's fields of Study	Portuguese*	B1
Staff Mobility for Teaching	Any related to IGOT's fields of Study	Portuguese*	B2

Level according to Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

*Students may have support in English (bibliography, performing written works, presenting orally works, in the communication with teachers).

2.2. Additional requirements

The UNIVERSIDADE DE LISBOA welcomes students and staff with disabilities. Please contact the Departmental ERASMUS Coordinator (erasmus@igot.ulisboa.pt).

2.3. Calendar

2.3.1 Nomination and Application Deadlines:

Autumn/Winter term	Nomination: 2 nd March to 31 st May Online Application: 4 th May to 28 th June
Spring/Summer term	Nomination: 1 st May to 30 th October Online Application: 12 th October to 11 th December

2.3.2. Decision Response

We will send our decision by email normally not later than six weeks after we have received the complete and signed print of the application form.

2.3.3. Transcripts of Records

A Transcript of Records will be issued normally six weeks after the student has handed in his/her last exam/paper.

2.3.4. Termination of Agreement

In the event of unilateral termination of this agreement, 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 1st September 20XX will only take effect as of 1 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict

3. Additional information

3.1. Grading system

P LISBOA109: Student performances are graded individually and not on a statistical basis. In general, the Universidade de Lisboa and IGOT use the grading system charted below.

IGOT-ULisboa Grade	ECTS Grade	DEFINITION	
18-20	A	EXCELLENT	outstanding performance with only minor errors
16-17	B	VERY GOOD	above the average standard but with some errors
14-15	C	GOOD	generally sound work with a number of notable errors
12-13	D	SATISFACTORY	fair but with significant shortcomings
10-11	E	SUFFICIENT	performance meets the minimum criteria
1-9	F/FX	FAIL	considerable further work is required
ECTS credits			
one semester 30 ECTS credits		one full academic year 60 ECTS credits	

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the ERASMUS Charter for Higher Education.

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3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the ERASMUS Charter for Higher Education.

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3.4. Housing

Our institution will guide incoming student/staff in finding accommodation, according to the requirements of the ERASMUS Charter for Higher Education.

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3.5. Student Services

Information about social and cultural activities in Lisbon and Portugal is offered, also orientation to life on campus and support in other areas that may be useful during the stay at IGOT-ULisboa (Student Association - AEIGOT, ERASMUS Lisboa, ERASMUS Life Lisboa...).

COURSES:

Exchange students can choose courses from the following Master Degrees:

Physical Geography and Spatial Planning;
Geografia Humana: Globalização, Sociedade e Território;
GIS and Modelling applied to Spatial Planning

The Master Degrees in "Territorial Management and Urban Studies", "Geography Education" and "Tourism and Communication" are NOT open to exchange students