

STUDENT EXCHANGE PROGRAMMES

PARTNER UNIVERSITY DATA SHEET

Name of University	Universidade Lusófona de Humanidades e Tecnologias
Erasmus code EUC number	P LISBOA52 29225-IC-1-2007-1-PT-ERASMUS-EUCX-1
Website	http://www.ulusofona.pt http://www.grupolusofona.pt
Head of the Institution	Dra. Teresa do Rosário Damásio, Director of ICEO
Address (visitors/courier)	Universidade Lusófona de Humanidades e Tecnologias DRIE Av. do Campo Grande, 376 1749-024 Lisboa, Portugal
Telephone number	Phone: +351 217 515 565
Fax number	Fax: +351 217 515 534
Institutional Mobility Coordinator (name,tel, fax, email)	Dra. Teresa do Rosário Damásio, Director of ICEO Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: trdamasio@ulusofona.pt
INTERNATIONAL MOBILITY OFFICE CONTACT DETAILS	
Head Office / Dean (name, tel, fax, email)	Dra. Teresa do Rosário Damásio, Director of ICEO Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: trdamasio@ulusofona.pt
Bilateral Agreements contact person (name, tel, fax, email)	Dra. Elisabete Lourenço Vice-Director of the ICEO Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: elisabete.lourenco@ulusofona.p t
Teaching Staff Mobility contact person (name, tel, fax, email)	IN: Dra. Carmen Pereira Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: carmen.pereira@ulusofona.pt OUT: Dra. Ana Basso Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: ana.basso@ulusofona.pt

Incoming students' contact person (name, tel, fax, email)	Dra. Carmen Pereira Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: carmen.pereira@ulusofona.pt
Outgoing students' contact person (name, tel, fax, email)	Dra. Ana Basso Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: ana.basso@ulusofona.pt
INFORMATION FOR INCOMING STUDENTS	
E-mail for Nominations	IN: carmen.pereira@ulusofona.pt
Nominations and Application deadline	1st Semester: 30th May 2nd Semester: 30th October
Website for incoming students	http://www.ulusofona.pt/index.php/ensino/guia-ects/informacao-sobre-os-cursos.html
Recommended Language Skills	B2 English
Requirements	<p>-Nomination, application documents and registration received after application deadlines will not be accepted;</p> <p>-Procedures for Application:</p> <p>-Official nomination by the host University;</p> <p>-The students must be registered in: http://apps.grupolusofona.pt/pls/apex/f?p=110:26</p> <p>-We need to receive by email carmen.pereira@ulusofona.pt and also by post : Learning Agreement and Identity Card or Passport, Medical Report, European Health Card and Student Insurance.</p> <p>-Please Pay Attention to these Instructions: The Learning Agreement must be signed and stamped by your University. The Medical Report must be filled and stamped by the doctor.</p> <p>The address to send the original documents: Universidade Lusófona de Humanidades e Tecnologias International, Career & Entrepreneurship Office Av. Campo Grande, 376 - 1749-024 Lisboa - Portugal</p>
Academic calendar	http://www.ulusofona.pt/index.php/ensino/calendario-escolar.html
Recommended arrival dates	One week before the lessons start

Link to course catalogue index	http://www.ulusofona.pt/index.php/en/guia-ects/informacao-sobre-os-cursos.html
Teaching language	<p>All courses are taught in Portuguese except for some Language Courses. Nevertheless all the materials are in English as well as the evaluation (papers presentation and exams).</p> <p>To provide students with adequate language skills, the Universidade Lusófona organise, every Semester:</p> <p>Intensive Language Preparation Courses (Level I) -- one at the beginning of the first Semester and one at the beginning of the second Semester;</p> <p>Language Course (Level II and III) during the first and the second semesters.</p>
ECTS Credit System	Yes
Minimum ECTS credits required for enrolment	30 ECTS for semester
HOUSING INFORMATION	
Accommodation Information	<p>Lusófona Student's hall is 10 minutes away from the campus.</p> <p>Address: Av. 5 de Outubro, nº283, 1600-035 Lisboa.</p> <p>Web address: http://residencia.lusofona.pt</p> <p>Phone: +351 217 515 565</p> <p>Fax: +351 217 515 534</p> <p>E-mail: cristina.matos@ulusofona.pt</p>
ADDITIONAL USEFUL INFORMATION	
<p>Entire campus is covered with Wi-Fi networks in the country, and all students have access to a wide range of on-line services, both for educational and administrative purposes. Studying at Universidade Lusófona gives students access to a unique health care benefits (through the university's special partnership with the São João de Deus Health Care Group) as well as unique financing options (through special student programs via the largest Portuguese bank, Caixa Geral de Depósitos). Universidade Lusófona offers its students state-of-the-art-laboratories and equipment for education and research. Library. Cafeterias . Fully equipped Student's Hall. Study rooms opened 24h a day. Computer labs for all Students.</p> <p>Every student should bring the European Health Insurance Card in order to have the same sanitary attention provide to Portuguese citizens.</p>	

Universidade Lusófona de Humanidades e Tecnologias

ANNEX TO THE ERASMUS + INTER-INSTITUTIONAL AGREEMENT with the University of Genoa

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

1. Information about higher education institutions

1.1 Institutional details

Name of the Institution	Universidade Lusófona de Humanidades e Tecnologias
Erasmus code	P LISBOA52
Institution website	http://www.ulusofona.pt/
International Students webpage	http://www.ulusofona.pt/guia-ects.html
Information for incoming students	http://www.ulusofona.pt/guia-ects/informacao-para-os-estudantes.html
Course catalogue	http://www.ulusofona.pt/guia-ects/informacao-sobre-os-cursos.html

1.2 Main contacts

Institutional Coordinator	Dra. Teresa do Rosário Damásio
Contact details	Director of the International, Career & Entrepreneurship Office Av. Campo Grande, nº 376, 1749-024 Lisboa trdamasio@ulusofona.pt +351 21 751 55 65
Other useful contacts	Dra. Elisabete Lourenço
	elisabete.lourenco@ulusofona.pt +351 21 751 55 65

2. Recommended language skills

Subject area	Language of Instruction	Recommended language of instruction level*	Type of mobility
All subjects included in the Agreement	Portuguese	English B2	-

*Level according to Common European Framework of Reference for languages (CEFR), see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

3. Additional requirements

P LISBOA52

-Nomination, application documents and registration received after application deadlines will not be accepted;

-Procedures for Application:

-Official nomination by the host University;

-The students must be registered in: <http://apps.grupolusofona.pt/pls/apex/f?p=110:26>

-We need to receive by email carmen.pereira@ulusofona.pt and by post to:

Learning Agreement, Medical Report and a Copy of your Identity Card or Passport and European Health Card.

-Please Pay Attention to these Instructions:

The Learning Agreement must be signed and stamped by your University.

The Medical Report must be filled and stamped by the doctor.

The address to send the original documents:

Universidade Lusófona de Humanidades e Tecnologias

International, Career & Entrepreneurship Office

Av. Campo Grande, 376 - 1749-024 Lisboa - Portugal

4. Calendar

4.1 Applications/information on nominated students must reach carmen.pereira@ulusofona.pt by:

Autumn term	31th of May
Spring term	31th of October

4.2 Decision

The receiving institution will send its decision according with the Course Directors confirmation.

4.3 Transcript of records

A Transcript of Records will be issued according with the Course Directors confirmation.

5. Information

5.1 Grading system of the Institution

Grading Scale at the Universidade Lusófona de Humanidades e Tecnologias

The University System of grades in Portugal varies between 0 and 20 where the minimum grade to pass is 10. (Law by the Decree nº 42/2005 ([22 February 2005](#)))

Grade	Qualification
20 / 18	Excellent
17 / 16	Very good
15 / 14	Good
13 / 10	Sufficient
10/0	Fail

ECTS grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits

Other information

5.2 Visa

Universidade Lusófona de Humanidades eTecnologias 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 details	Dra. Elisabete Lourenço
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	Vice-Director of the ICEO Phone: +351 217 515 565 Fax: +351 217 515 534 e-mail: elisabete.lourenco@ulusofona.p t
Website	http://www.ulusofona.pt/mobilidade-e-relacoes-internacionais.html

5.3 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.

All the participants must have the European Health Card.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

5.4 Housing

Universidade Lusófona de Humanidades eTecnologias 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 contacts and information sources:

Contact details	Lusófona Student's hall is 10 minutes away from the campus. Address: Av. 5 de Outubro, nº283, 1600-035 Lisboa. Web address: http://residencia.lusofona.pt Phone:+351 217 515 565 Fax:+351 217 515 534 E-mail: cristina.matos@ulusofona.pt
Website	http://residencia.ulusofona.pt