



EUROPEAN UNION

Erasmus+

Erasmus+ Programme

2021-2027

Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Mobility of higher education students and staff

between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme

University College Dublin and
Eduardo Mondlane University

Information in highlight are instructions and should be deleted before signing the agreement.

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 2024-2027 in:

- KA171 –higher education mobility supported by external policy funds

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the Erasmus Charter for Higher Education² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the principles of GDPR³ and in line with the technical standards of the European Student Card Initiative⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective

¹ Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

² https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³ https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city*	Contact details † (email, phone)	Websites
Eduardo Mondlane University	Maputo	Admin Lead: Manuel Luís Chenere Manuel.chenere@gmail.com Academic Lead: Ines Raimundo inesmacamo@gmail.com	General: https://uem.mz/index.php/en/home-english/ Faculty/faculties: FLCS-UEM Course catalogue: FLCS-UEM
University College Dublin	Dublin	Admin Lead: Ruth Mariani erasmusm@ucd.ie + 353 1 716 8581 Academic Lead Professor Christine Bonnin	General: https://www.ucd.ie/ Faculty/faculties: School of Geography Course catalogue: https://hub.ucd.ie/usis/1W_HU_MENU.PUBLISH?p_tag=COURSECATALOGUE

* Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

† Contact details to reach the senior officer in charge of this agreement and of its possible updates.

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2. Mobility numbers

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement. *In case of later updates in the mobility data, the partners can also agree to accept informal communication means (e.g. exchanges of emails as written proof).*

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Field of education [ISCED] (optional)	Field of education - clarification (optional)	Level of education [EQF] (optional)	Student Mobility [Total number of students]	Student Mobility [Total number of months]	Staff Mobility [Total number of staff]	Staff Mobility [Total number of days]
Dublin	Maputo	Geography	Geography		5 students	14 days per student on doctoral mobility rate		
							12 staff members	168 days including travel days (14 days per staff member including travel days)
Maputo	Dublin	Geography	Geography		5 students	16 days per student on doctoral mobility rate		

⁷ <https://circabc.europa.eu/sd/h/286bec6-aa7c-4da-a42a-712c3a442d/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

							12 staff members	168 days including travel days (14 days per staff member including travel days)
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Optional additional information

e.g. blended mobility, etc.

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

The table serves as a template - the partners are free to adjust it, e.g. to separate requirements for students and staff.

Receiving institution <small>[Business code or city]</small>	Field of education <small>(Optional)</small>	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility <small>[Minimum recommended level in all languages: B1]</small>	Staff Mobility <small>[Minimum recommended level in all languages for teaching: B2]</small>
University College Dublin	Geography	English		IELTS: 6.5 or equivalent OR B2 on the Common European Framework of Reference for Languages.	Staff must have a good working knowledge of English.

⁸ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

				See website for further standards: https://www.ucd.ie/international/study-at-ucd-global/ucdenglish/language/requirements/	[Minimum B2 on the Common European Framework of reference for languages]
Eduardo Mondlane University	Geography	Portuguese	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ credit mobility period at their institution. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- 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.

This section below is mandatory/applicable only for KA171. Repartition of the granted organisational support (OS) between the partners is strongly recommended, but not mandatory:

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives
University College Dublin takes responsibility for the logistical and financial aspects of this Erasmus+ KA171 Mobility Project. For every mobility, UCD receives €500 in Organisational Support from the Irish Erasmus+ National Agency. The organisational support sum will partially fund a dedicated role in UCD Global for the administration of this Erasmus+ Mobility project. Where appropriate, UCD will use these funds to support student participants in the following way(s):	To refund students on long-term study mobilities the cost of procuring an Irish Residence Permit, where applicable.

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline ⁹
University College Dublin	<p>Please see UCD academic calendar trimester dates here: https://www.ucd.ie/students/keydates/#h683264</p> <p>There are three trimesters:</p> <ul style="list-style-type: none"> • Autumn: Sep to January • Spring: January to May • Summer: May to August 	Under this agreement, short-term incoming student mobilities (16 days per student) are anticipated only. No specific deadline apply to these mobilities however five months' notice is normally required so that all aspects of the mobility can be organised.
Eduardo Mondlane University	<p>1st semester: February - June</p> <p>2nd semester: August- December.</p>	<p>Nomination Deadline:</p> <p>1st of December</p> <p>1st of July</p>

⁹ Please specify the deadline for each term and, if necessary, adapt to a trimester system.

		Application Deadline: 15 th of November 15 th of June
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The receiving institution will send its decision within 3 weeks and no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure		
Receiving Institution (Erasmus case or city)	Contact details (email)	Website for information
University College Dublin	erasmus@ucd.ie	https://www.ucd.ie/global/learningabroad/exchanges/outboundexchange-students/otheropportunities/erasmus/
Eduardo Mondlane University	inesmacemo@gmail.com mobilidade.uem@gmail.com	FLCS-UEM https://cooperacao.uem.mz

Academic and additional requirements

This table should contain a non-exhaustive list of academic and additional requirements. For KA171 partners are invited to agree on the specific inclusion measures.

Requirement	Details	Website for information (optional)
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Academic requirements	For staff mobilities, staff should have relevant experience (for example teaching, research or technical skills that align with the mobility project) Students should be enrolled on a relevant programme at either UCD or the host university. Specific criteria will be established ahead of a call for applications.	
CV	CV required for staff mobilities	
Motivation letter	Motivation letter required for student mobilities	
For KA171: Inclusion measures ¹⁰	Additional 'top up' funding is available for students from a fewer opportunities background. All students can apply for this funding. The top up funding will be awarded to students who can demonstrate that they have fewer opportunities compared to their peers in accordance with UCD's Erasmus+ KA171 fewer opportunities policy.	
Other		

6. Preparation and support

The higher education institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the *Erasmus+ Student Charter*¹¹.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**,

¹⁰ You may find the implementation guidelines of the Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy here: https://ec.europa.eu/europrogrammes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

¹¹ The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

to the extent possible.

All involved higher education institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.

- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

The table serves as a template - the partners are free to adjust it, e.g. to add more measures, to replicate per partner HEI etc.

Preparatory & support measures	Institution (Erasmus code or other)	Contact details (email, phone)	Website for information & arrangements
Accommodation	Dublin	erasmuscm@ucd.ie / +353 1 716 8500	http://www.ucd.ie/residences/
	Maputo	mobilidade.ueem@gmail.com	http://dss.ueem.mz
Language Support	Dublin	erasmuscm@ucd.ie / +353 1 716 8500	https://www.ucd.ie/cegl/
	Maputo	inesmacamo@gmail.com	ELCS-UEM
Visa	Dublin	erasmuscm@ucd.ie / +353 1 716 8500	https://www.ucd.ie/global/study-at-ucd/visasandimmigration/
	Maputo	mobilidade.ueem@gmail.com	sigay.senami.gov.mz
Insurance	Dublin	erasmuscm@ucd.ie / +353 1 716 8500	
	Maputo	inesmacamo@gmail.com	
Inclusion of participants with fewer opportunities	Dublin	UCD Access & Lifelong Learning all@ucd.ie / +353 1 716 7123	https://www.ucd.ie/all/ucdstudents/support/disabilitysupport/
	Maputo	inesmacamo@gmail.com	Centro de Coordenação dos Assuntos do Género

Mentoring	Dublin	Not applicable	Not applicable
	Maputo		
Grant payments	Dublin	erasmuscm@ucd.ie / +353 1 716 8500	https://www.ucd.ie/global/learningabroad/exchanges/outboundexchange/students/otheropportunities/erasmuscm/
	Maputo	inesmacamo@gmail.com	
Alumni information	Dublin	alumni@ucd.ie / +353 1 716 1447	https://alumni.ucd.ie/
	Maputo	mobilidade@gmail.com	Direcção do Registo Académico UEM

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed. *[Please specify the recognition tools that will be used, e.g. the European Credit Transfer and Accumulation System.]*

University College Dublin:

UCD commits to recognizing students' successful completion of taught modules for which they have been enrolled with the advertised number of ECTS credits. Graduate students undertaking a programme of work not involving enrollment in taught modules for credit will agree recognition measures with the academic lead on a case-by-case basis to be outlined in their Learning Agreement.

Eduardo Mondlane University

Please add a statement similar to the above here on credit recognition.

- 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 non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - A Transcript of Records will be issued by the receiving institution no later than [x] weeks after the assessment period has finished at the receiving HEI. *[it should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
 - Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through **EGRACONS** according to the descriptions in the **ECTS users' guide**¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution (Institution code or city)	EGRACONS (If applicable)	Website for information
University College Dublin		UCD's grade descriptors can be found under the heading 'Module Grades Scales' at https://www.ucd.ie/registry/staff/registryservices/assessment/examsandgrading/gradingguide/
Eduardo Mondlane University		

9. Any other information regarding the terms of the agreement (optional)

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

Statement on Academic Freedom:

Eduardo Mondlane University confirms that it is aware of the UCD Statement on Academic Freedom at https://hub.ucd.ie/ucis/1W_HU_MENU.P_PUBLISH?o_tag=GD-DOCLAND&ID=189

Intellectual Property:

- a. Intellectual property ownership and use and publication of results shall be handled in accordance with the Erasmus+ General Terms and Conditions and Grant Agreement.
- b. Any background intellectual property and associated pre-existing rights ("BIP") brought to the project by a party is owned and remains the sole property of that respective party.

Results of the project, including industrial and intellectual property rights, and of the reports and other documents relating to it, are owned by the party that generates them. Results of the project which have been jointly generated by two or more parties together shall be jointly owned by the respective parties and reflected relative to their intellectual contribution. If applicable, and before any commercial use of the results of the project, the concerned parties shall establish a written joint ownership agreement covering the allocation and terms of exercising that joint ownership, if and how the joint results will be protected and exploited.

You don't need to add anything here but please read and review the information above.

10. 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 2024 will only take effect as of 1 September 2025. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution (Erasmus code or name and city)	Name, function	Date	Signature ¹³
University College Dublin	Shauna Hughes Director of Global Relations, Partnerships and Mobility	04/09/2025	<i>Shauna Hughes</i>
Eduardo Mondlane University	Manuel Luís Chenene Director of Cooperation Office	04/09/25	<i>mchenene</i>

¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation