



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

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**

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 20[21]-20[27] in:

- KA131 Higher education mobility supported by internal policy funds
- 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 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 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

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
Örebro University (ORU)	SOREBRO01	<p>ICM coordinator: Maria Melle International Office exchange@oru.se +46 (0)19 30 30 00</p> <p>Academic coordinators: Hans Balstedt hans.balstedt@oru.se +46 19 30 33 34 Lena Johnson lana.johnson@oru.se +46 19 303825</p>	<p>General: www.oru.se/english</p> <p>Faculty/faculties: www.oru.se/english/about-us/organisation-and-governance/faculties</p> <p>Course catalogue: https://www.oru.se/english/study/exchange-studies/courses-for-exchange-students/</p>
Universidade Federal da Paraíba (UFPB) - Escola de Música	E10219473 João Pessoa	<p>UFPB International Cooperation Agency Ana Berenice Peres Martorelli anaberenice.ufpb@gmail.com +55 (83) 8823-2013</p> <p>Academic coordinators: Felipe Avellar de Aquino f.avellardeaquino@gmail.com +55 (83)9983-5280 Anderson Mariano anderson.mariano@academico.ufpb.br +55 (83) 9983-3800</p>	<p>General: www.ufpb.br https://www.ufpb.br/acieng/contents/menu/mobility-incoming/orebro-university-erasmus https://www.ufpb.br/acieng/contents/menu/mobility-incoming/ufpb-structure https://www.ccta.ufpb.br/belmus/</p> <p>Faculty/faculties: https://www.ccta.ufpb.br/belmus/docentes/</p> <p>Course catalogue: https://www.ccta.ufpb.br/belmus/wp-content/uploads/sites/102/sites/241/2024/11/1-INSTRUMENTO-E-CANTO.pdf https://sigaa.ufpb.br/sigaa/link/public/curso/curriculo/2708338</p>

⁵ 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.

⁶ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

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2. Mobility numbers per academic year

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]	Funded through programme:	Field of education [ISCED] ⁷ (optional)	Level of education [EQF] (optional)	Number of mobility periods			
					Student Mobility [Total number of students]	Student Mobility [Total number of months]	Staff Mobility [Total number of staff]	Staff Mobility [Total number of days]
Örebro	João Pessoa	KA131 International dimension	Musical Performance	Undergraduate/ Bachelor	2	4	0	0
João Pessoa	Örebro	KA171	Musical Performance	Undergraduate/ Bachelor	2	4	0	0

Optional additional information

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

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").

Receiving institution [Erasmus code or city]	Field of education (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]
João Pessoa	Musical Performance	English		B2	C1
Örebro	Musical Performance	English		B2	C1

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.

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>

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.

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
Cover costs of visa for UFPB students	Supporting UFPB students financially to increase their possibilities of equal opportunities.
Cover the fee for the orientation programme at ORU for UFPB students	Integration of the UFPB students and helping them getting to know other exchange and national students.
Cover administration cost for grant-cards	

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
Örebro	Autumn Term: from end of August to mid-January Spring Term: from mid-January to beginning of June	Autumn Nomination: 31 March Autumn Application: 15 April Spring Nomination: 30 September Spring Application: 15 October
João Pessoa	Autumn Term: from early August to mid-December Spring Term: from early February to mid-June	Autumn Nomination: 31 March Autumn Application: 15 April Spring Nomination: 30 September Spring Application: 15 October

The receiving institution will send its decision within 4 weeks and no later than 5 weeks.

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

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 code or city]	Contact details (email)	Website for information
Örebro	International Office: exchange@oru.se	Apply for exchange studies: https://www.oru.se/english/study/exchange-studies/apply-for-exchange-studies/ Academic calendar: https://www.oru.se/english/study/exchange-studies/Academic-calendar/
João Pessoa	UFPB International Cooperation Agency: mobilidade@aci.ufpb.br secretaria@aci.ufpb.br presidencia@aci.ufpb.br	Apply for exchange studies: https://www.ufpb.br/acieng/contents/menu/mobility-incoming/orebro-university-erasmus Academic calendar: https://www.prg.ufpb.br/prg/codesc/documentos/calendario-academico

Academic and additional requirements		
Requirement	Details	Website for information (optional)
Academic requirements	ORU: Outbound students at ORU must have completed at least two semesters at ORU before commencing their exchange term abroad. Incoming exchange students must be full-time students and take 30 ECTS credits per semester.	ORU: Courses for exchange students: https://www.oru.se/english/study/exchange-studies/courses-for-exchange-students/

	<p>The system is compatible with ECTS credits (the European Credit Transfer System) as one Swedish credit (hp) is equal to one ECTS credit.</p> <ul style="list-style-type: none"> • One semester: 30 hp = 30 ECTS • One year: 60 hp = 60 ECTS <p>1.5 credits represent one week of completed full-time studies of 40 hours.</p> <p>UFPB: At UFPB one credit corresponds to 15 (fifteen) hours of class activity, regardless of the necessary extra-class work (readings, research, autonomous study, paper writing, seminar preparation, among other activities). Thus, considering that one UFPB credit is 15 hours and one ECTS credit is 10 hours, converting the candidate's workload into ECTS credits can be done by multiplying UFPB credits by 1.5 (one and a half time).</p>	<p>UFPB: Courses for exchange students https://www.ufpb.br/acieng/contents/menu/mobility-incoming/course-offers</p> <p>https://www.ccta.ufpb.br/belmus/wp-content/uploads/sites/102/sites/241/2024/11/1-INSTRUMENTO-E-CANTO.pdf</p> <p>https://www.ufpb.br/aci/contents/menu/institucional/important-information</p> <p>ECTS X UFPB credit conversion: https://www.ufpb.br/aci/contents/menu/institucional/important-information</p>
Grading scale	<p>ORU: Excellent (A), Very good (B), Good (C), Satisfactory (D), Sufficient (E), Fail (F)</p> <p>UFPB: The academic performance will be expressed by a grade between 0 (zero) and 10 (ten). To pass a course, the student must achieve: I. 75% (seventy-five percent) attendance to didactic activities; II. Final average equal to or over 5 (five).</p>	<p>ORU: Credits and grades: https://www.oru.se/english/study/exchange-studies/courses-for-exchange-students/</p> <p>UFPB: Credits and grades: https://www.ufpb.br/aci/contents/menu/institucional/important-information</p> <p>https://www.ufpb.br/aci/contents/documentos/ufpb-data-sheet/grading-system-ufpb-english-2022.pdf</p>

Inclusion measures ¹⁰	<p>ORU: Students with children and students with disabilities.</p> <p>UFPB: Students with children, students with disabilities and students with economic challenges.</p>	
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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**, 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.

¹⁰ You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here:

https://ec.europa.eu/programmes/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

- 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.

Preparatory & support measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
Accommodation	Örebro	housing@oru.se	www.oru.se/english/about-us/housing-office/exchange-students/
Accommodation	João Pessoa	mobilidade@aci.ufpb.br	https://www.ufpb.br/acieng/contents/menu/mobility-incoming/accommodation
Language Support	Örebro	exchange@oru.se	<p>Exchange students can apply for a course in Swedish Culture and Language: https://www.oru.se/english/study/exchange-studies/courses-for-exchange-students/course/swedish-culture-and-language-i-sv022g</p> <p>Exchange students are also offered a lecture in academic writing during the orientation programme.</p>
Language Support	João Pessoa	secretaria.inelc@cchla.ufpb.br	<p>Exchange students are offered Portuguese classes for international students through the InELC – Institute for Language and Cultural Studies at UFPB: https://www.cchla.ufpb.br/inelc</p>
Visa	Örebro	exchange@oru.se	www.oru.se/english/study/exchange-students/application-and-admission/
Visa	João Pessoa	mobilidade@aci.ufpb.br	https://www.ufpb.br/acieng/contents/menu/mobility-incoming/temporary-visa
Insurance	Örebro	exchange@oru.se	<p>All incoming exchange students that are registered on courses at Örebro University are covered by the insurance Student IN, provided by the state authority Kammarkollegiet (Legal, Financial and Administrative Services Agency).</p> <p>The insurance is limited and covers for example for necessary and reasonable costs for emergency medical care or dental care when the insured, during the policy term, suffers illness or has an accident. https://www.kammarkollegiet.se/engelska/start/all-</p>

			services/insurance/insurance-for-students-and-foreign-visitors/insurance-for-exchange-students-in-sweden-student-in All outbound students from ORU are covered by the insurance Student UT, provided by the state authority Kammarkollegiet (Legal, Financial and Administrative Services Agency). https://www.kammarkollegiet.se/engelska/start/all-services/insurance/insurance-for-students-and-foreign-visitors/insurance-during-education-abroad-student-out
Insurance	João Pessoa	mobilidade@aci.ufpb.br	The University provides emergency support through CRAS-UFPB, the International Student Health Assistance Guide: https://www.ufpb.br/aci/contents/documentos/cartilhas-do-cras/cartilha-ingles-english.pdf https://www.ufpb.br/cras/ Visit link for further orientation (very last topic): https://www.ufpb.br/acieng/contents/menu/mobility-incoming/orebro-university-erasmus
Inclusion of participants with fewer opportunities	Örebro	funka@oru.se housing@oru.se exchange@oru.se	FUNKA: for example, reduced mobility or hearing/visual impairments https://www.oru.se/english/study/exchange-studies/studying-with-disabilities/ Housing: students/staff with children, reduced mobility https://www.oru.se/english/study/exchange-studies/housing-for-exchange-students/
Inclusion of participants with fewer opportunities	João Pessoa	mobilidade@aci.ufpb.br secretaria@aci.ufpb.br presidencia@aci.ufpb.br	We strongly promote inclusion and equality at UFPB, each situation is analysed case by case, including special attention for students with fewer opportunities. UFPB Committee for Inclusion and Accessibility: https://www.ufpb.br/cia/

Mentoring	Örebro	hans.balstedt@oru.se lana.johnson@oru.se exchange@oru.se	For academic mentoring, contact Hans and Lena. The International Office is available for support to all incoming exchange students.
Mentoring	João Pessoa	felipe.avellar@academico.ufpb.br anderson.mariano@academico.ufpb.br	A team of professors will be available to providing orientation and full support to every Örebro University incoming exchange students
Grant payments	Örebro	exchange@oru.se	ORU administers grants for all mobilities in this project.
Alumni information	Örebro	alumn@oru.se	https://www.oru.se/english/collaboration/alumni-and-friends/
Alumni information	João Pessoa	mobilidade@aci.ufpb.br	https://www.ufpb.br/acieng/contents/menu/mobility-incoming/orebro-university-erasmus
Orientation programme for exchange students	Örebro	exchange@oru.se	https://www.oru.se/english/study/exchange-studies/arrival-and-orientation/
Orientation programme for exchange students	João Pessoa	mobilidade@aci.ufpb.br secretaria@aci.ufpb.br presidencia@aci.ufpb.br	https://www.ufpb.br/acieng/contents/menu/mobility-incoming/orebro-university-erasmus
FAQ for exchange students	Örebro	exchange@oru.se	https://www.oru.se/english/study/exchange-studies/faq-exchange-studies/
FAQ for exchange students	João Pessoa	mobilidade@aci.ufpb.br	https://www.ufpb.br/acieng/contents/menu/mobility-incoming/orebro-university-erasmus https://www.ufpb.br/aci/contents/menu/programas/incoming

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

ORU: Courses, credits, grades and workload:

<https://www.oru.se/english/study/exchange-studies/courses-for-exchange-students/>

How students can obtain their Transcript of Records:

<https://www.oru.se/english/study/exchange-studies/current-exchange-student/>

UFPB: Courses, credits, grades and workload:

<https://www.ufpb.br/acieng/contents/menu/mobility-incoming/course-offers>

How students can obtain their Transcript of Records:

<https://siag.ccta.ufpb.br/espaco-discente>

- 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:
 - o 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.
 - o 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.
 - o 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 [Erasmus code or city]	EGRACONS [If applicable]	Website for information
Örebro		ECTS grading scale A-F. https://www.oru.se/english/study/exchange-students/courses/
João Pessoa		Grading scale: https://www.ufpb.br/aci/contents/documentos/ufpb-data-sheet/grading-system-ufpb-english-2022.pdf

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



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10. Termination of the agreement

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 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.

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

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
Örebro University, Örebro	Ulrika Kvist, <i>Erasmus+ Institutional Coordinator</i>	15/4-2025	
Universidade Federal da Paraíba, João Pessoa	Dr. Terezinha Domiciano Dantas Martins <i>UFPB Rector</i>	14/4-2025	

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