



REPUBLIKA E SHQIPËRISË
UNIVERSITETI I SPORTEVE TË TIRANËS
SENATI AKADEMIK

Nr. 2677/1 Prot.

Tiranë, më 04.10 2024

VENDIM QARKULLUES

Nr. 64 datë 04.10 2024

**“PËR
NËNSHKRIMIN E MARRËVESHJES NË KUADËR TË PROGRAMIT ERASMUS+
PËR MOBILITETIN E STAFIT DHE STUDENTEVE
ME UNIVERSITETIN POLITEKNIK SANTARÉM, PORTUGALI”**

Mbështetur në nenin 3, pika 4, gërma “c” dhe nenin 38 të Ligjit nr. 80/2015 ‘Për Arsimin e Lartë dhe Kërkimin Shkencor në Institucionet e Arsimit të Lartë në Republikën e Shqipërisë’, në nenin 20, pika “s” të Statutit të Universitetit të Sporteve të Tiranës si dhe në Vendimin Qarkullues të Rektoratit nr. 69 datë 04/10/2024, Senati Akademik,

V E N D O S I:

1. Miratimin e nënshkrimit e marrëveshjes së bashkëpunimit në kuadër të Programit ERASMUS+ për shkëmbimin e stafit dhe studentëve ndërmjet **Universitetit të Sporteve të Tiranës dhe Universitetit Politeknik Santarém, Portugali**.
2. Ky Vendim i përcillet Drejtorisë së Zhvillimit të Programeve dhe Digjitalizimit të Shërbimeve Akademiko-Shkencore për publikim në faqen zyrtare të institucionit.
3. Ngarkohet për zbatimin dhe ndjekjen e të gjitha procedurave të nënshkrimit Drejtoria e Marrëdhënieve me Jashtë, Publikun dhe Studentët.
4. Ky Vendim hyn në fuqi menjëherë.

KRYETAR I SENATIT

Prof.Dr. AGRON KASA





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DR. AISEL OSEKU

PROF. ASOC. ARBEN KAÇURRI

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PROF. ASOC. OLTIANA PETRI

PROF. DR. ROBERT ÇINA

PROF. ASOC. ROBERT ÇITOZI

ELVIS LLANAJ

MEHMET HODA



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
Santarém Polytechnic University	P SANTARE 01	International Mobility and Cooperation Office	General: https://www.ipsantarem.pt/ Agrarian School https://www.ipsantarem.pt/escola-superior-agraria-de-santarem/ Sport Sciences School of Rio Maior: https://www.ipsantarem.pt/esdrm/erasmus-course/ Education School https://www.ipsantarem.pt/escola-superior-de-educacao-de-santarem/ School of Management and Technologies https://www.ipsantarem.pt/esots/esots-mobilidade-internacional-incorpora/ Health School https://www.ipsantarem.pt/escola-superior-de-saude-de-santarem/
SPORTS UNIVERSITY OF TIRANA	Tirana	Erasmus+ Institutional Coordinator Prof. Dr. Dhimitraq PRIFTI Vice Rector dhorifti@ust.edu.al erasmus@ust.edu.al	General: https://ust.edu.al/en/home-ust/ Faculty/faculties: https://ust.edu.al/njesite-krvesore/ Course catalogue: https://ust.edu.al/njesite-krvesore/

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.

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

The table serves as a template - the partners are free to adjust it, e.g. to add or delete columns or separate student and staff mobilities.

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Field of education [ESAB] (optional)	Field of education - clarification (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]
Santarém Polytechnic University	SPORTS UNIVERSITY OF TIRANA	1014	Sports	1 st Cycle 2 nd Cycle	2	4	2	5
SPORTS UNIVERSITY OF TIRANA	Santarém Polytechnic University							

Optional additional information

Blended mobility.

⁷ <https://ecrabc.europa.eu/tg/a/286ebac6-a7c-4ada-a42b-f2c7a442bf/5CED-F%20203%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 skills^a 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]
Santarém Polytechnic University		English	Portuguese	B1	B2
SPORTS UNIVERSITY OF TIRANA			Albanian	B2	B1

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.

^a For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://euronass.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
OS is managed by Santarém Polytechnic University	- Support and Guidance to incoming and outgoing students and staff

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
Santarém Polytechnic University	Autumn Term: from September to January	30 th April
	Spring Term: from February to June	30 th November
SPORTS UNIVERSITY OF TIRANA	Autumn Term: from October to January (exam session February)	July 15 th
	Spring Term: from March to May (exam session June/July)	November 30 th

The receiving institution will send its decision within [x] 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:

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

Application procedure		
Receiving institution (Erasmus code or city)	Contact details (email)	Website for information
Santarém Polytechnic University	gmci@ipsantarem.pt	
Sports University of Tirana	erasmus@ust.edu.al	www.ust.edu.al

Academic and additional requirements		
Requirement	Details	Website for information (optional)
Academic requirements	Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code) EQF level	
Motivation letter		
For KA171: Inclusion measures ¹⁰	Students with fewer opportunities should be a priority Target: 50% students with fewer opportunities	

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.

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

- 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.

- 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	Santarém Polytechnic University	geral@sas.ipsantarem.pt	https://www.ipsantarem.pt/sas/alojamento/
Language Support	Santarém Polytechnic University	gmci@ipsantarem.pt	https://erasmus-plus.ec.europa.eu/resources-and-tools/online-language-support
Visa	Santarém Polytechnic University	gmci@ipsantarem.pt	
Insurance	Santarém Polytechnic University	gmci@ipsantarem.pt	
Inclusion of participants with fewer opportunities	Santarém Polytechnic University	gmci@ipsantarem.pt	e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.
Mentoring	Santarém Polytechnic University	gmci@ipsantarem.pt	https://www.ipsantarem.pt/acolher-estudantes-erasmus-no-ipsantarem-ipsantarem-buddy/
Grant payments	Santarém Polytechnic University	gmci@ipsantarem.pt	
Alumni information	Santarém Polytechnic University	gmci@ipsantarem.pt	

Accommodation	Sports University of Tirana	erasmus.sut@ust.edu.al	https://ust.edu.al/erasmus-2/
Language Support	Sports University of Tirana	erasmus.sut@ust.edu.al	https://ust.edu.al/erasmus-2/
Visa	Sports University of Tirana	erasmus.sut@ust.edu.al	https://e-visa.al/
Insurance	Sports University of Tirana	erasmus.sut@ust.edu.al	<i>EU Health Insurance Card is required or Private health insurance</i>
Inclusion of participants with fewer opportunities	Sports University of Tirana	erasmus.sut@ust.edu.al	<i>Students with disabilities can be accepted after the consultation with the Faculty Coordinator and International Office</i>
Mentoring	Sports University of Tirana	erasmus.sut@ust.edu.al	https://ust.edu.al/erasmus-2/
Grant payments	Sports University of Tirana	erasmus.sut@ust.edu.al	https://ust.edu.al/erasmus-2/
Alumni information	Sports University of Tirana	erasmus.sut@ust.edu.al	

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed.

Student Mobility for studies – Transcript of Records

Student Mobility for Traineeships – Transcript of Traineeship

Staff certificate of attendance

- 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.

3. 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' guide¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Rasmus code or city]	EGRACONS [if applicable]	Website for information										
Santarém Polytechnic University	YES	Local Grade: <i>In the Portuguese university system, each course unit is graded on a scale from 0 to 20 points, and each numerical grade corresponds to a qualitative grade as follows:</i> <table><tr><th>Numerical grade</th><th>Qualitative grade</th></tr><tr><td>18-20</td><td>Very Good (Muito Bom)</td></tr><tr><td>14-17</td><td>Good (Bom)</td></tr><tr><td>10-13</td><td>Pass (Aprovado)</td></tr><tr><td>0-9</td><td>Fail (Reprovado)</td></tr></table> <i>When a student does not take the corresponding examination or final assessment, this is reflected as Faltou (Absent). To pass a course unit, a student must receive a grade of at least 10 points out of 20.</i>	Numerical grade	Qualitative grade	18-20	Very Good (Muito Bom)	14-17	Good (Bom)	10-13	Pass (Aprovado)	0-9	Fail (Reprovado)
Numerical grade	Qualitative grade											
18-20	Very Good (Muito Bom)											
14-17	Good (Bom)											
10-13	Pass (Aprovado)											
0-9	Fail (Reprovado)											

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

Sports University of Tirana		ECTS credits : 1 academic year = 60 credits 1 semester = 30 credits 1 term/trimester = 20 credits ECTS grade: <table><tr><th>ECTS Grade</th><th>% of successful students normally achieving the grade</th><th>Definition</th></tr><tr><td>A</td><td>10</td><td>EXCELLENT - outstanding performance with only minor errors</td></tr><tr><td>B</td><td>25</td><td>VERY GOOD - above the average standard but with some errors</td></tr><tr><td>C</td><td>30</td><td>GOOD - generally sound work with a number of notable errors</td></tr><tr><td>D</td><td>25</td><td>SATISFACTORY - fair but with significant shortcomings</td></tr></table>	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
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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	
		F	-	FAIL - some more work required before the credit can be awarded	

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

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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 2004 will only take effect as of 1 September 2025. 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
Polytechnic University of Santarém	João Moutão President	02-10-2024	
Sports University of Tirana	Prof.Dr. Agron Kasa Rector		

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