

Documentation

Attached I send you the Learning Agreement. You should fill it in on computer and then send it back to me by email, still editable version, so I can confirm if it is all ok.

After confirmation, you should print 2 Learning Agreements. Please sign and get the Learning Agreements signed by your university before you send it by regular post. We will also need an ID photo and a copy of your ID or passport.

All in all, the documents that you should send to me by **email and then by regular post** are:

- Signed Learning Agreement (two hard copies)
- One ID photo
- Copy of your ID or passport

Learning Agreement - choosing subjects

The subjects that we offer are available on our website <http://portal3.ipb.pt/index.php/en/guiaects/degree-programmes/bachelor-programmes-licenciado-degree>

Please don't forget that if you come here in the 1st semester, you should choose subjects from first semester or annual. If you come for the 2nd semester, the chosen subjects must be from second semester or annual.

If you choose an annual subject, but you stay here only for one semester, you should divide the ECTS credits, for example if the annual subject has 8 ECTS and you stay here only for one semester, you should put 4 ECTS in your Learning Agreement.

Remember that you can also choose subjects not lectured in English and have individual tutoring with teachers.

If you are going to study in Mirandela, you have to choose subjects from School of Public Management, Communication and Tourism. **Don't choose subjects from courses with the number 3045 if you are not going to study in Mirandela.**

Portuguese Course

We also offer the Portuguese Course for Erasmus students and it gives 3 ECTS, so if you want you can add it to your Learning Agreement.

There are various levels:

Portuguese A1.1 (4005-4005-1001-00-12); Portuguese A1.2 (4005-4005-1002-00-12);
Portuguese A2.1 (4005-4005-1003-00-12); Portuguese A2.2 (4005-4005-1004-00-14),
Portuguese B1.1 (no code at the moment).

During the first week of classes all the students have to do the basic intensive Portuguese course A1.1. The Spanish students will start with A2.1.

You can also attend the Portuguese Course without adding it to your Learning Agreement. In the end of the course we will give certificates to all the students who attended at least 70% of the classes.

Accommodation

We help to arrange accommodation in Erasmus flats in **Bragança**.

We will contact you in May with more information about it.

Health insurance

Please be sure that you will have with you the European Health Card (I don't need a copy of it; I just want you to have it)

<http://ec.europa.eu/social/main.jsp?catId=857&langId=en&intPageId=1304>).

Deadline and academic calendar

Our deadline for applications for 2015/2016 is:

- For the autumn semester and the entire year - 15th of July 2015
- For the spring semester - 15th of December 2015.

Attention, we will not receive students after the deadline!

The academic calendar for 2015/2016 will probably be as follow:

1st Semester: starts 14/09/2015; ends 13/02/2016;

2nd Semester: starts 15/02/2016; ends 09/07/2016;

If you have some more questions, please do not hesitate to contact me.

Greetings from Bragança

Sylwia