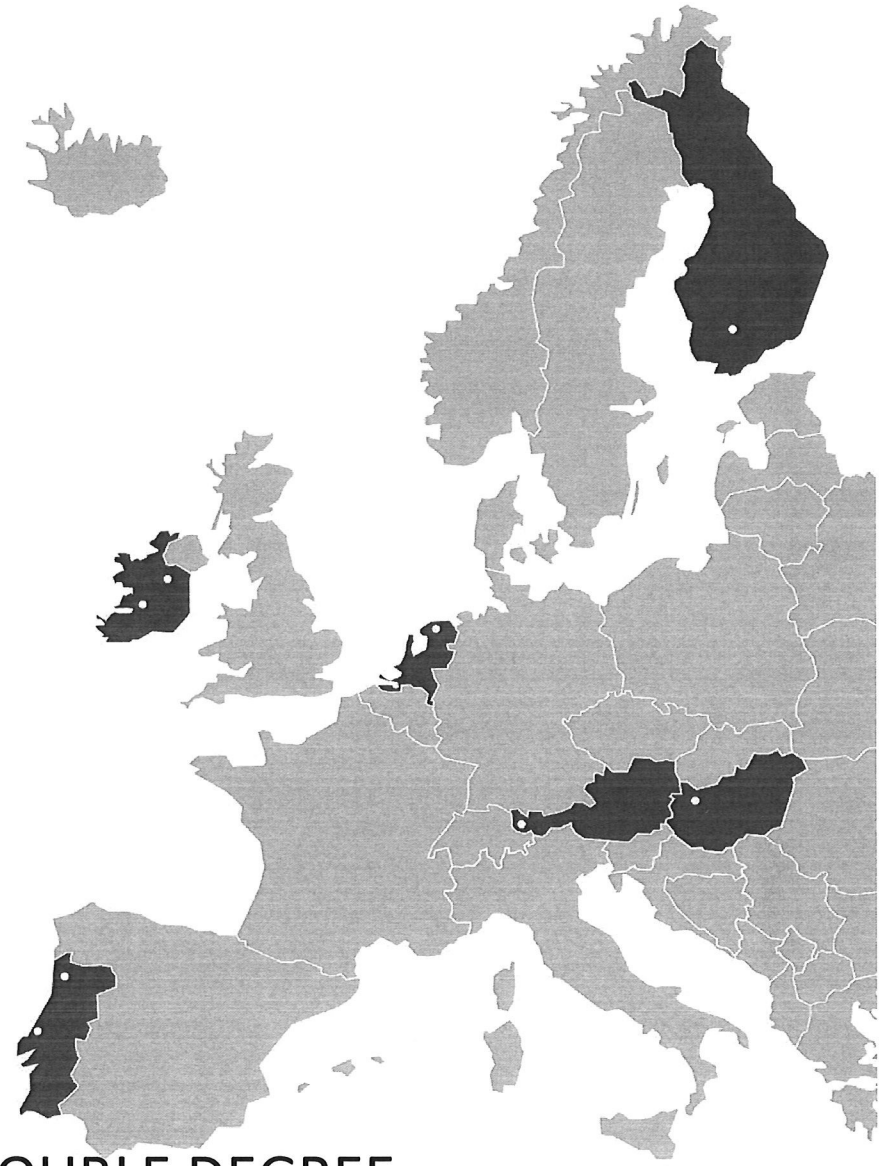

AGREEMENT ON DOUBLE DEGREE PROGRAMME

Between Politécnico de Leiria, Portugal and FHV Vorarlberg University of Applied Sciences, Austria concerning the degree programmes Master in Electrical and Electronic Engineering and the degree programme Master in Mechatronics

Valid as of 10.11.2022

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Introduction

The Politécnico de Leiria, Portugal (IPL) and FHV Vorarlberg University of Applied Sciences (FHV) agree to jointly promote a Double Degree Programme. Within the RUN-EU Double Degree Programme, the students from IPL and FHV complete a Double Degree Programme at both institutions in the following degree programmes:

> Master in Electrical and Electronic Engineering – Energy and Automation, 120 ECTS, Politécnico de Leiria, Portugal (IPL)
>
> *and*
>
> Master in Mechatronics, 120 ECTS, FHV Vorarlberg University of Applied Sciences, Austria (FHV).

By signing this agreement, the above-mentioned institutions agree to issue national degree diplomas for students fulfilling the conditions set forth in this agreement.

Institutional information and contact persons

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President/rector	*Carlos Rabadão, President* *R. Gen. Norton de Matos, Apartado 4133,* *2411-901 Leiria, Portugal* *presidencia@ipleiria.pt* *+351 244 830 010*
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FHV Vorarlberg University of Applied Sciences, Austria (FHV)	
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Management and Coordination of the Double Degree Programme

The partner institutions will manage and coordinate the Double Degree Programme. For this purpose, each university will nominate a contact person responsible for the Double Degree Programme. It is expected that the person reports to the Head or the Director of the Degree Programme. The Appendix I on programme structure and the modules is validated yearly by the assigned person responsible for the DD Programme.

The partner universities commit to implement regular evaluation according to the RUN-EU guidelines.

Number of Students

A maximum of 2 students per institution is accepted.

Programme Language

All study courses are taught in English. The applicants must have an English proficiency equivalent to level B2 or higher of CEFR (Common European Framework of Reference for Languages). This must be proven by a language test, e.g., TOEFL, IELTS, Cambridge ESOL, CEFR or equivalent. As an equivalent, a certificate from the institution's English language teacher is also acceptable.

Proof of English proficiency is also considered fulfilled if the applicant obtained his/her qualification for university entrance in English, and/or has completed a first academic degree in English, and/or speaks English as a native language.

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered to the Double Degree Programme participants. The additional course offerings are listed in the Annex.

Tuition Fees and Other Charges

The RUN-EU double degree programme students will be subject to the normal regulations of the host institution. When applicable, the students pay the tuition fees to their home institution during the double degree study periods in the host institution. Since the students remain enrolled at their home institution, in addition to the normal tuition fee, the following administrative or service fees apply:

IPL students at host university FHV are required to pay

- Membership fees for the Österreichische HochschülerInnenschaft (Austrian National Union of Students). Currently this fee is 21,20 Euro per semester.

FHV students at IPL are required to pay

- School insurance is 3,00 Euro.
- Degree Certificate (including Diploma Supplement). Currently this fee is 35,00 Euro.
- Diploma (optional). Currently this fee is 100,00 Euro.

Besides the fees listed above, there will be no other charges between the institutions due to these arrangements. Students are themselves responsible to cover their own living and accommodation costs.

Student Application, Pre-requisites and Selection

Students will submit their applications for Double Degree Programme according to the instructions of their home institutions. The home institution nominates the students to the host institution. The host institution provides relevant information regarding the application process.

Required application documents:

- Transcript of Records (ToR);
- Motivation letter;
- Learning Agreement.

To meet the application requirements, the applicants must have an adequate study performance at the home university and must have the required language skills. The applicants must have successfully passed all curricular units at the home institution as follows:

- IPL students must have completed 60 ECTS from year 1 of the IPL master programme;

- FHV students must have completed 60 ECTS from year 1 of the FHV master programme.

The selection is made by the Head or the Director of the Degree Programme of the home university, based on the application documents.

Enrolment and Registration

Home Institution: Students remain enrolled at their home institution during their study at the host institution and they must re-register independently each semester/academic year at the home institution.

Host Institution: Students will be enrolled at the host institution during their stay and will be subject to the normal regulations of the institution.

Students in the Double Degree Programme must take out compulsory insurance (health insurance, liability insurance) in accordance with the laws and regulations in force in the country where they are staying.

Double Degree Programme Structure

The degree programme structures of the degree programmes in the scope of Double Degree Programme as determined in this agreement are described in Appendix 1. The Appendix 1 is reviewed and updated when necessary each academic year by the contact person responsible for the DD Programme.

Depending on the national and the institutional requirements, the students are required to study 2 semesters at the host university and meet the academic criteria to be awarded the DDP, according to Table 1.

In order to obtain the *Master Degree in Electrical and Electronic Engineering – Energy and Automation from IPL*, FHV students must

- Obtain 60 *ECTS credits* at Master *level from FHV and 60 ECTS from IPL;*
- Write a Master dissertation. The dissertation is written in *English*. Master dissertation will be supervised and graded by IPL and FHV. Final presentation and defense at IPL will be recognized as final exam from FHV.

In order to obtain the Master Degree in Mechatronics from FHV, IPL *students* must

- Obtain 60 *ECTS credits* at Master level from IPL and 60 ECTS from FHV;
- Write a Master dissertation. The dissertation is written in *English*. Master dissertation will be supervised and graded by IPL and FHV. Final exam at FHV will be recognized as final presentation and defense from IPL.

Table 1 – Eligibility criteria to be awarded the DDP.

Academic years	**IPL students**		**FHV students**	
1st year	Autumn semester *(Mid of September – Mid February)*	Obtained 30 ECTS at IPL	Autumn semester (September – February)	Obtained 30 ECTS at FHV
	Spring semester *(March – Mid July)*	Obtained 30 ECTS at IPL	Spring semester *(March – July)*	Obtained 30 ECTS at FHV
2nd year	Autumn semester *(September - February)*	Obtained 30 ECTS at FHV	Autumn semester *(September - January)*	Obtained 30 ECTS at IPL
	Spring semester *(March - – July)*	Obtained 30 ECTS at FHV	Spring semester *(February - June)*	Obtained 30 ECTS at IPL
TOTAL	**2 years / 120 ECTS**		**2 years / 120 ECTS**	

Completed Degree

Final degrees will be awarded after the student has successfully completed the required studies in each institution. Each university will issue a diploma based on the forwarded transcript of records from the home institution added by the courses passed at the host institution, showing that the

student has passed all required courses. At the end, the students will be awarded two degrees. The titles of degrees are:

- IPL: Master in Electrical and Electronic Engineering – Energy and Automation (MSc);
- FHV: Master of Science in Engineering (MSc).

Upon graduation, the student will receive the Degree Certificates, Transcripts of Records (includes the recognition of the studies undertaken) and Diploma Supplements (includes the information of the Double Degree Programme). In addition, in the case of Austria, the Bridging Document.

Applicable Law and Settlement of Disputes

In the event of difficulties in interpreting or implementing the agreement, the institutions concerned shall endeavour to settle their dispute amicably. The legal remedy should be the last resort after all other remedies have been exhausted. In this case, the litigation shall take place at the defendant's place of jurisdiction.

Students are required to comply with local regulations. In case of a complaint, the conflict between the concerned institution and the student will be resolved in accordance with local regulations.

Data Protection

The parties process the data required for the processing and execution of the stay abroad in compliance with the data protection regulations, in particular the EU Data Protection Basic Regulation (DSGVO) and the data protection laws based thereon. The respective partners themselves are responsible for the data protection lawfulness of the processing of personal data and the fulfilment of the associated obligations.

Duration and Termination of the Double Degree Programme

This agreement shall enter into force upon its signature and shall initially apply for 3 years from the date of its entry into force. After the expiry of this period of 3 years, the agreement shall continue in 3 year periods, if not terminated. The agreement can be amended by written amendments signed by both universities.

Any institution may request termination of the contract, but only if the partners are informed in writing of the decision within six months.

If this agreement is terminated, the participating institutions shall ensure that students who have already begun their studies at the time of termination of the agreement can complete them in accordance with the provisions of this agreement.

Agreement Appendix

The Appendix 1 is reviewed and updated, when necessary, each academic year by the contact person responsible for the DD Programme.

Degree Programme Structure for IPL students

Semester	Courses to attend	Comments
1	**Courses to attend at IPL:** • Electromagnetic Compatibility and Certification (7 ECTS) • Optimization and Machine Learning (7 ECTS) • Project Management = 2 ECTS • Advanced Control Systems = 7 ECTS • Electric Power Systems = 7 ECTS	• Course Descriptions: https://www.iplei-ria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang • IPL students study semester 1 = 30 ECTS at IPL • FHV recognizes the courses from semester 1 = 30 ECTS
2	**Courses to attend at IPL** • Introduction to Research = 2 ECTS • Electric Drives in Automatic Systems = 7 ECTS • Electrical Transients and Power Quality = 7 ECTS • Advanced Robotics = 7 ECTS • Renewable Energies Applications = 7 ECTS	• Course Descriptions: https://www.iplei-ria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang • IPL students study semester 2 = 30 ECTS at IPL • FHV recognizes the courses from semester 2 = 30 ECTS
3	**Courses to attend at FHV** • Master's Thesis 1/2 = 16 ECTS • 2 specialization courses = 12 ECTS from the following course offer: o Sensor Systems = 6 ECTS o Applied Robotics = 6 ECTS o Digitization of Production = 6 ECTS • 1 course out of following list = 3 ECTS	• Course descriptions https://www.fhv.at/en/studium/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=2&cHash=f775024ae574372ba819f0e62cc39134 • IPL students study semester 3 = 30 ECTS at FHV • Master's Thesis 1/2: Students choose a topic from a pool at IPL (optional topics from FHV in the pool) or propose their

	○ Higher Mathematics 3 = 3 ECTS ○ 1 course of Contextual Studies = 3 ECTS	own topic - supervision by FHV (optional virtual by IPL) • IPL recognizes semester 3 = 30 ECTS from FHV • Master's thesis will be supervised and graded by both universities.
4	**Courses to attend at FHV** • Master Thesis = 30 ECTS	• Course descriptions: https://www.fhv.at/en/studium/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=3&cHash=888a34049e9b8509b0ad5b6ca082023d • IPL students study semester 4 = 30 ECTS at FHV • Master's thesis will be supervised and graded by both universities. • Final exam at FHV will be recognized by IPL as their final presentation (Final exam with representatives of both universities) • IPL recognizes 30 ECTS from FHV

Degree Programme Structure for FHV students attending the DDP with IPL

Semester	Courses to attend	Comments
1	**Courses to attend at FHV:** • Higher Mathematics 1 = 6 ECTS • Modelling and Simulation of Mechatronic Systems = 6 ECTS • Robotics and Control = 6 ECTS • Power Electronics: Physics and Applications = 6 ECTS	• Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=2&cHash=f775024ae574372ba819f0e62cc39134 • FHV students study semester 1 = 30 ECTS at FHV

	• New Production Technologies = 6 ECTS	• IPL recognizes the courses from semester 1 = 30 ECTS
2	**Courses to attend at FHV** • Higher Mathematics 2 = 3 ECTS • Leadership and Communication = 3 ECTS • Power Drives = 6 ECTS • High-Tech Mechanical Manufacturing = 6 ECTS • Object Oriented Modelling of Mechatronic Systems = 6 ECTS • 1 course from Contextual Studies (oriented to sustainability) = 3 ECTS • 1 course from Contextual Studies (oriented to Introduction to Research) = 3 ECTS	• Course Descriptions: https://www.fhv.at/en/studies/engineering-technology/mechatronics-msc/information-on-educational-components/semester/?stg=0246&typeEN=&sem=3&cHash=888a34049e9b8509b0ad5b6ca082023d • FHV students study semester 2 = 30 ECTS at FHV. • IPL recognizes the courses from semester 2 = 30 ECTS
3	**Courses to attend at IPL** • Computer Vision = 7 ECTS • Intelligent Automation and Industry 4.0 = 7 ECTS • Master Thesis ½ = 16 ECTS	• Course descriptions https://www.ipleiria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang • FHV students study semester 3 = 30 ECTS at IPL • FHV recognizes semester 3 = 30 ECTS from IPL
4	**Courses to attend at IPL** • Master Thesis = 30 ECTS	• Course descriptions https://www.ipleiria.pt/en/course/master-in-electrical-and-electronic-engineering/?force-lang • FHV students study semester 4 = 30 ECTS at IPL • Master's thesis will be supervised and graded by both universities. • Final presentation at IPL be recognized by FHV as the final exam. (Final presentation with representatives of both universities) • FHV recognizes semester 4 from IPL = 30 ECTS

Course Supplement for students

In order to promote multilingualism and cultural diversity among the participating students, when possible, additional course offerings (for example language courses and courses in the national language, RUN-EU Short Advanced Programmes) should be offered for the Double Degree Programme participants.

Optional course offer for promoting multilingualism and cultural diversity (if available)

- **FHV:** Language course offer in the national language German
  - German Basic = 3 ECTS
  - German Basic Fast Track = 3 ECTS
  - German Intermediate = 3 ECTS
  - German Advanced = 3 ECTS
  - German for Business = 3 ECTS

- **FHV:** Participation in courses in the national language (if linguistically suitable): not applicable

- **FHV:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

- **IPL:** Language course offer in the national language Portuguese:
  - Portuguese for foreigners = 3 ECTS.

- **IPL:** Participation in courses in the national language (if linguistically suitable): not applicable

- **IPL:** Participation in RUN-EU Short Advance Programmes (SAPs): Depending on the offer – needs to get decided individually.

Conversion Table of Grades

IPL grades	18 - 20	15 - 17	13 - 14	10 - 12	0 - 9

FHV grades	**1** EXCELLENT: Outstanding Performance O	**2** GOOD: Generally good, but with some errors	**3** SATISFACTORY: Generally sound work with a number of substantial errors	4 SUFFICIENT: Performance meets the minimum criteria	**5** FAILED - UNSATISFACTORY: <50 % Substantial improvement necessary; requirement of further work

The Transcript of Records is produced in the valid grading system of the respective institution. The conversion necessary to produce the diplomas is carried out by the study secretariats or examination

offices of the respective degree program at both institutions. Students are responsible for sending the required Transcript of Records to the relevant study secretariats and examination offices.

Failure to Pass an Examination
The academic regulations of the host institution apply to incoming students.

Information and services for Double Degree Programme students

IPL and FHV provide up-to-date information and support for the double degree students in relation to their DD studies. The information for the double degree students is available as follows:

IPL: https://www.ipleiria.pt/en/study/applications/international-applicants/ (information for incoming exchange/Double Degree Programme students)
FHV: Information for incoming exchange/Double Degree Programme students:
https://www.fhv.at/en/studies/international/exchange-students-incomings/

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