**First Amendment to the agreement where the general principles and rules under which the ERASMUSCENTRO functions and is managed were defined.**

The ERASMUSCENTRO is the first regional “made in Portugal” consortium that, geographically, covers the center of Portugal, representing an extensive network of higher education institutions which aim to provide professional traineeships in European countries to the students that are part of the Polytechnics of Coimbra, Castelo Branco, Guarda, Leiria and Viseu.

Considering that the Polytechnics of Portalegre and Santarém expressed their interest in integrate the Consortium, getting together with the consortium members which were in its origin;

Considering that the higher education institutions which are members of the consortium have unanimously approved Consortium membership for the Polytechnics of Portalegre and Santarém;

Considering that with the integration of the above mentioned higher education institutions, the regional network will be resized;

It is agreed between:

The Polytechnic of Coimbra, partner of the ERASMUSCENTRO consortium, based at Dr. Marnoco and Sousa Av., 30 3000-271 Coimbra, with the ITIN number 600027350, represented for the purpose of legal effects and signing of this agreement by its President, Rui Jorge da Silva Antunes;

The Polytechnic of Castelo Branco, partner of the ERASMUSCENTRO consortium, based at Pedro Álvares Cabral Av., nº 12 - 6000-084 Castelo Branco, with the ITIN number 504152980, represented for the purpose of legal effects and signing of this agreement by its President, Carlos Manuel Leitão Maia;

The Polytechnic of Guarda, partner of the ERASMUSCENTRO consortium, based at Dr. Francisco Sá Carneiro Av., nº 50 - 6300-559 Guarda, with the ITIN number 600023265, represented for the purpose of legal effects and signing of this bilateral agreement by its President, Constantino Mendes Rei;

The Polytechnic of Leiria, partner of the ERASMUSCENTRO consortium, based at General Norton de Matos Street, postal-box nº 4133, 2441-901 Leiria, with the ITIN number 506971244, represented for the purpose of legal effects and signing of this agreement by its President, Nuno André Oliveira Mangas Pereira;

The Polytechnic of Viseu, partner of the ERASMUSCENTRO consortium, based at Cor. José Maria Vale de Andrade Av., Polytechnic Campus, 3504-510 Viseu, with the ITIN number 680033548, represented for the purpose of legal effects and signing of this agreement by its President, Fernando Lopes Rodrigues Sebastião;

The Polytechnic of Portalegre, partner of the ERASMUSCENTRO consortium, based at Praça do Município, postal-box nº 84, 7301-901 Portalegre, with the ITIN number 600028348, represented for the purpose of legal effects and signing of this agreement by its President, Joaquim António Belchior Mourato;

The Polytechnic of Santarém, partner of the ERASMUSCENTRO consortium, based at Complexo Andaluz, postal-box nº 279, 2001-904 Santarém, with the ITIN number 501403906, represented for the purpose of legal effects and signing of this agreement by its President, Jorge Alberto Guerra Justino;

Proceed with the first amending to the agreement defining the rules and principles underlying the functioning and management of the Consortium, signed on 25th of October 2011, whose terms are declared to be accepted, committing to compliance with the fulfillment of the terms stipulated in the following clauses:

Clause 1st

Establishment

1. The ERASMUSCENTRO Consortium incorporates seven higher education institutions, namely:
2. The Polytechnic of Coimbra;
3. The Polytechnic of Guarda;
4. The Polytechnic of Castelo Branco;
5. The Polytechnic of Viseu;
6. The Polytechnic of Leiria;
7. The Polytechnic of Portalegre;
8. The Polytechnic of Santarém.
9. It incorporates as well, as a main strategic partner, the Business Council for the Central Region/Chamber of Commerce and Industry of the Midland (CEC/CCIC).
10. Some entities, such as the main city councils, other business associations and others considered relevant in the sphere of influence of the Consortium are considered to be active members of the Consortium.

Clause 2nd

Scope

The term “Erasmus Consortium” is understood as a set of higher education institutions (HEI) and other organizations working together to promote the quantity and quality of the Erasmus traineeships supply to students that are attending higher education.

The establishment of the “ERASMUSCENTRO Consortium” has the mission of promoting a strong, long-lasting and useful link between the Polytechnic higher education and the labour-market at the Central region, with particular relevance to the business world.

Clause 3rd

Goals

1. The scope of the professional traineeships represents a key objective for improving the quality of the traineeships provided and, therefore, in consideration of the representativeness of the Consortium in the national universe, the improvement of the quality in the Polytechnic higher education;
2. At an international level the Polytechnics involved promote the internationalization by increasing the mobility of students, developing the transnationality of technical and professional knowledge;
3. All activities involved, including Polytechnic higher education and remaining partners will benefit from the association to the Erasmus trademark which moves approximately 200 thousand students per year at European level. The Consortium will also contribute to advertise all the participants, Polytechnic higher education, enterprises and other entities, among universities and European students, giving the region visibility and reinforcing its European and International dimension;
4. The establishment of further links to other European consortia will provide opportunities of engagement in other research/cooperation projects in priority areas for the region and countries’ growing and development;
5. Notwithstanding the fact that the constitution of the ERASMUSCENTRO is associated with the Erasmus programme, the consortium may also undertake other projects which will not confine and be beyond the specific scope of that programme.

Clause 4th

Coordination of the Consortium

Principle of Rotation

1. Considering that the standards of the National Agency impose a higher education institution consortium coordinator, according to the Principle of Rotation between the Polytechnics involved, it is agreed that, in a first stage, and for at least two years, the management and the coordination of the Consortium will be assigned to the Polytechnic of Coimbra.
2. After the project consolidation period, the rotation will happen on a yearly basis, in consideration of the contributing streams, establishing, for this purpose, the following sequential order:

1º The Polytechnic of Guarda;

2º The Polytechnic of Castelo Branco;

3º The Polytechnic of Viseu;

4º The Polytechnic of Leiria;

5º The Polytechnic of Portalegre;

6º The Polytechnic of Santarém.

1. In case of new higher education institution accessions to the Consortium, at a later date, these will only integrate the principle of rotation after effective annual management ensured by the Polytechnic of Leiria, and the number of streams method will be applied among the new and the old members.
2. Each accession of a new higher education institution requires the approval, unanimously, from all the higher education institutions that are members of the consortium.

Clause 5th

Obligations of the higher education institution coordinator

1. The Consortium’s coordinator is the direct beneficiary from the Proalv’s National Agency and has the project’s financial and administrative responsibility, whether towards the Proalv’s National Agency or towards all of the higher education institutions that are members of the consortium. The Consortium’s coordinator is still responsible for the management of the Erasmus grants and for the preparation of the reports about the corresponding funding;
2. The Consortium’s coordinator plays an active role in the project’s management in terms of:
3. Administrative and Financial Management
4. Qualitative and quantitative Management
5. Transversal Management and good practices
6. The budget to Mobility Organization (MO) belonging to this Erasmus category will be managed by the higher education institution coordinator and it is intended to cover the operating expenses and promotion of the Consortium.
7. Each year, the higher education institution coordinator shall present the plan of activities and the corresponding budget which will be discussed and approved in a joint meeting;
8. Each year, the higher education institution coordinator prepares and submits for approval by the other members of the consortium an additional financial and administrative term, based on the application approved by the National Agency, where the administrative rules as well as the distribution of funds and flows are specified by each Polytechnic.

Clause 6th

Obligations of the higher education institutions members of the Consortium

1 - The higher education institutions members of the Consortium will have the following obligations:

1. Active participation in Transversal Management and good practices;
2. Active participation in Qualitative and quantitative Management;
3. Responsibility for quality, academic recognition and content of the Erasmus professional traineeships of their students;
4. To ensure dissemination actions among the members of the Consortium;
5. Preparation of the application process and selection of candidates;
6. To ensure the accompaniment of the beneficiaries of grants to monitor the mobility;
7. Dissemination of results.

Clause 7th

Obligations of the partners

1 - The Consortium partners will have the following obligations:

1. To promote and disseminate the Erasmus Programme among enterprises/entities;
2. Hosting organizations for trainees coming from European higher education institutions;
3. To promote training opportunities at European higher education institutions that may be of interest to them (or to their partners);
4. To strengthen the link between higher education and labour market;
5. To support the interests of their partners in activity areas related to the study fields identified by the Consortium;
6. To become actively involved in the future of Europe.

Clause 8th

Obligations of the cooperating

1 - The Consortium cooperating will have the following obligations:

1. To promote and disseminate the Erasmus Programme among enterprises/entities;
2. To provide training opportunities;
3. Intermediaries in disseminating the offers among higher education institutions members of the Consortium;
4. To become actively involved in the future of Europe.

Clause 9th

Process of selecting and managing the traineeships

1. Considering that, at the time of the application’s approval, the distribution is made in accordance with the previous, upon receipt of the subvention, or at least of part of it, the corresponding financial flows will be transferred by the higher education institution coordinator to each Polytechnic, that will be responsible for the process of selecting and managing the respective traineeships;
2. The annually fixed administrative rules in the framework of the financial contract will be included in the corresponding additional administrative and financial term.

Clause 10th

Principle of Flexibility

The initial traineeships allocation is made as requested by each Polytechnic when applying for contracts. Along the Erasmus year, the implementation will be monitored and, if necessary, flows will be reallocated between Polytechnics in order to obtain maximum levels of performance.

Clause 11th

Duration of Traineeships

1. Considering that each Polytechnic will determine, for the purpose of the candidacy, the number of flows, the duration period and respective destinations, the traineeships will have the duration of, preferably, 4 to 6 months.
2. If the traineeships are not curricular, they will have to be mandatorily recognized in the Diploma Supplement.

Clause 12th

Duration of the Agreement

This agreement shall be in force for the period established by the European Union and National Agency rules, without prejudice of extending itself for longer periods if both parts agree to it.

Coimbra, in 31st January 2012

The Presidents of Coimbra, Castelo Branco, Guarda, Leiria, Viseu, Portalegre e Santarém.