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**CO-OPERATION AGREEMENT CONCERNING THE DOUBLE DEGREE  
BETWEEN  
UNIVERSITY OF TRENTO, ITALY  
AND  
THE INSTITUTO SUPERIOR TÉCNICO, LISBOA, PORTUGAL**

**Introduction**

In accordance with the general philosophy of the principles set out by the statutes of the TIME (Top Industrial Managers for Europe), the Instituto Superior Técnico and the University of Trento signing the present agreement express their common desire to establish and develop exchanges in the spirit of cooperation which unites the member states of the European Union.

The joint mission of teaching and research allows this cooperation to come within the scope of the present and future programmes implemented by the European Union Commission (in mobility, research, etc.).

**Consequently,**

The Instituto Superior Técnico of the Universidade Técnica de Lisboa (hereinafter referred to as IST), with legal address on Av. Rovisco Pais, 1049-001 Lisboa (Portugal), represented by its President, Prof. Carlos Renato Matos Ferreira, and the University of Trento (hereinafter referred to as UNITN), Trento, Italy with legal address on Via Belenzani, 12, 38100 Trento, Italy represented by its Rector, Prof. Davide Bassi, have decided to implement international student exchanges leading to the attainment of the Laurea Specialistica/Magistrale of the UNITN and the degree of "Mestrado" of the IST, according to the following conditions:

**Article 1 – Student exchange plan**

- a) Co-selected students, who have successfully completed the first three years of studies (equivalent to the first cycle of a two-cycle programme) at the home institution, may apply to pursue their studies in the Double Degree programme.
- b) The studies leading to the Double Degree will total 180 ECTS credits, including a dissertation (usually the duration will be of three years).
- c) The study will be divided as follows: at least 60 ECTS to be collected in the home institution (first year of the second level degree) and at least 90 ECTS credits to be collected in the host institution, according to a plan defined jointly by the home and host institutions.
- d) The host Institution will appoint a tutor for each student for the duration of the study period.
- e) The two parties will produce the transcripts of records of the exchange students reporting the marks in the national scale, the ECTS credits as well as the ECTS scale.

## Article 2 – Student selection process

The selection of exchange students is based on shared responsibility between both parties, as follows:

- a) The home Institution makes an initial selection of candidates, which may comprise a language test (language of the host institution) and an interview with a selection committee/jury constituted of professors of the home institution.
- b) Before the end of May the home institution will inform the host institution about the names of the selected students.
- c) The final decision regarding the acceptance of the exchange students is taken by the host institution. Whenever possible, this process will be done in agreement between the two parties.
- d) The criteria for selection will be based on academic records, curriculum and motivation. Knowledge of the language of the country of the host Institution will be considered an advantage.
- e) Care will be taken by the commission and juries to select only those students who shall presumably complete their Double Degree studies.
- f) The syllabus for each student participating in the programme, including all the courses to be followed at both institutions, the administrative structure, course work, examinations to be taken and length of the dissertation must be approved by prior agreement between both institutions.

## Article 3 – General conditions

- a) The number of exchange students per institution shall be defined every year, up to a maximum 5 exchange students for each partner.
- b) The persons responsible for the exchange programme at each Institution must indicate the expected number of outgoing students to the host Institution before February 1<sup>st</sup>.
- c) A student from the UNITN, wishing to apply to IST as a TIME Double Degree Student is admitted as a regular IST 2<sup>nd</sup> cycle student. For that purpose, the student must fill in an application form and annex the required documents. The application is submitted to the International Relations Office of the IST in June.
- d) A student from IST, wishing to apply to UNITN as a TIME Double Degree Student is admitted as a regular UNITN 2<sup>nd</sup> cycle student. For that purpose, the student must fill in an application form and annex the required documents. The application is submitted to the International Relations Office of the UNITN no later than June.

#### Article 4 – Thesis / dissertation

With the purpose of strengthening the scientific cooperation between both institutions, the thesis will address, whenever possible, problems in areas of common interest to the two institutions and organized as follows:

- a) The thesis shall be co-supervised by professors or researchers of both institutions;
- b) The dissertation shall be written and defended in English or in the original language of the institution where it is submitted. In addition, the thesis must include a summary (abstract of maximum 30 pages) in the official language of the host institution;
- c) The final dissertation will be defended at the host institution, unless otherwise agreed by both parties;
- d) Whenever possible, the thesis committee shall include members from both institutions.

#### Article 5 – Award of Double Degree

Upon successful completion of the three years programme, the students shall be awarded the Double Degree:

- "Mestrado" by IST
- Laurea Specialistica/Magistrale by UNITN.

#### Article 6 – Tuition fees, grants and insurance

- a) The home Institution shall ensure that students have the necessary valid insurance policies before their departure.
- b) Students are responsible for all their travel and accommodation expenses, but the home institution can provide scholarships or reimbursement to its own students.
- c) Students participating in the Double Degree programme shall only pay tuition fees to their home institution, but the home institution can decide to exempt the students from the payment.
- d) The host Institution undertakes to facilitate the arrival of the students and to put at their disposal all the existing services and study grants.
- e) No University fees will be paid at the host Institution. Only supplementary expenses (e.g. *tassa per il diritto allo studio* for UNITN, lecture notes, social security, etc.) shall be paid to the host institution.

#### Article 7 - Governance

The parties shall make all the possible efforts, namely before national and European institutions and companies, to obtain the maximum financial support for the programme.

In addition, the persons responsible for the programme in each institution will meet on a regular basis – usually at least once a year - in order to:

- Assess the pertinence of the teaching programmes in both institutions;
- Report on the co-operation and the academic results of the students;
- Establish the general regulations for the programme of studies to be followed at the host University and approval of the study plans;
- Take all academic decisions related to the programme;
- Propose new initiatives.

### Article 8 – Contract validity

The present agreement shall come into effect upon signature by both contracting parties and will be valid for a period of three years. The agreement will be automatically renewed, each time for further three-year periods.

Either party may terminate the present agreement with a written notice of one hundred and eighty days. In the event of the agreement being terminated, any activities in progress shall be allowed to run to completion.

This agreement may be amended at any time when agreed to by both parties and any modification must be in writing and signed by both parties.

### Article 9 – Conflict Resolution

The parties agree to resolve any controversy arising from the interpretation of the present agreement amicably. Each party will appoint one arbitrator and a third arbitrator will be appointed by mutual consent.

### Article 10 – General Cooperation

In their desire to develop more joint actions undertaken in the framework of education and research, the parties will favour:

- The exchange of academic staff, researchers and administrative personnel;
- Study groups and seminars on previously agreed topics;
- The exchange of information, documentation and scientific publications;
- The exchange of students for visits to companies and internships therein.

### Article 11

No financial obligations shall arise out of this agreement for either party.

### Article 12

Two originals in English of the present agreement shall be signed, one for each of the signatories of the agreement. Each original shall have equal validity.

October 25th 2007



The Rector,  
Prof. Davide Bassi

For the Instituto Superior Técnico

The President,  
Prof. Carlos Renato Matos Ferreira