



# Erasmus+ Programme

## Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

### Inter-institutional<sup>1</sup> agreement 2014-2017<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

#### A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
University of Ostrava Faculty of Science	CZ OSTRAVA02	<b>Faculty coordinator:</b> Lukáš Laš, Faculty of Science, University of Ostrava, 30. dubna 22, 701 03 Ostrava, Czechia <a href="mailto:Lukas.Las@osu.cz">Lukas.Las@osu.cz</a> +420 597 092 113 Mob. +420 777 089 895 <b>Departmental coordinator:</b> Dr. Radka Malíková,	< <a href="http://prf.osu.eu/">http://prf.osu.eu/</a> > < <a href="http://prf.osu.eu/index.php?kategorie=35184">http://prf.osu.eu/index.php?kategorie=35184</a> > [course catalogue]

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Department of Mathematics, University of Ostrava, 30. dubna 22, 701 03 Ostrava, Czech Republic; <a href="mailto:radka.malikova@osu.cz">radka.malikova@osu.cz</a> +420 597 092 132	
<b>UNIVERSITY OF UDINE</b> <i>International Relations and Mobility Office</i> v. Palladio, 8 33100 UDINE ITALY	I UDINE01	<a href="mailto:Claudia.schileo@uniud.it">Claudia.schileo@uniud.it</a> outgoing mobility & Erasmus Studio Agreements Fax +39-0432- 556229 phone:+39-0432- 556221  International Student Service <a href="mailto:iss@uniud.it">iss@uniud.it</a> incoming exchange mobility fax +39-0432- 556496 phone +39-0432- 556218/556497  Academic contact: prof. Corvaja <a href="mailto:pietro.corvaja@uniud.it">pietro.corvaja@uniud.it</a>	<a href="http://www.uniud.it/international-area/incoming-mobility">http://www.uniud.it/international-area/incoming-mobility</a>  general course catalogue: <a href="http://www.uniud.it/didattica/facolta">http://www.uniud.it/didattica/facolta</a>  courses held in english: <a href="http://www.uniud.it/international-area">http://www.uniud.it/international-area</a>
[...]			

## B. Mobility numbers<sup>5</sup> per academic year

[Paragraph to be added, if the agreement is signed for more than one academic year:

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.]

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]	* [ISCED]	*	[short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Student Mobility for Studies	Student Mobility for Traineeships *
					[total number of months of the study periods or average	

<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)



<i>duration*</i>						
CZ OSTRAVA 02	I UDINE01	461	Mathemati cs	0	0	0
I UDINE01	CZ OSTRAVA 02	461	Mathemati cs	0	0	0

[\*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
				<i>[total number of days of teaching periods or average duration*]</i>	
CZ OSTRAVA02	I UDINE01	461	Mathematics	1 staff x 3 weeks	
I UDINE01	CZ OSTRAVA02	461	Mathematics	1 staff x 1 week	

### C. 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 at the start of the study or teaching period:

Receiving institution	Optional: Subject	Language of	Language of	Recommended language of instruction level <sup>6</sup>
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<sup>6</sup>For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>



[Erasmus code]	area	instruction 1	instruction 2	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ OSTRAVA02	461-Mathematics	Czech	English	B1 – English	B2 - English
I UDINE01	461-Mathematics	Italianb	English		B2 - English

For more details on the language of instruction recommendations, see the course catalogue of each institution[*Links provided on the first page*].

#### D. Additional requirements

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

*[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]*

#### E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ OSTRAVA02	31 <sup>st</sup> of May	31 <sup>st</sup> of October

*[\* to be adapted in case of a trimester system]*

2. The receiving institution will send its decision within [x] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [xx] weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. 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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

## F. Information

### 1. Grading systems of the institutions

For grading please refer to university webpage:  
<<http://www.osu.eu/index.php?id=9899>>

### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ OSTRAVA02	<a href="mailto:Lukas.Las@osu.cz">Lukas.Las@osu.cz</a> +420 597 092 113	Ministry of Foreign Affairs of Czech Republic: < <a href="http://www.mzv.cz/jnp/en/information_for_alien/general visa information/index.html">http://www.mzv.cz/jnp/en/information for aliens/general visa information/index.html</a> >  Ministry of the Interior of Czech Republic: < <a href="http://www.mvcr.cz/mvcren/article/immigration.aspx">http://www.mvcr.cz/mvcren/article/immigration.aspx</a> >

### 3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ	<a href="mailto:Lukas.Las@osu.cz">Lukas.Las@osu.cz</a>	Insurance information from university webpage:



OSTRAVA02	+420 597 092 113	< <a href="http://www.osu.eu/index.php?kategorie=27&amp;id=8270">http://www.osu.eu/index.php?kategorie=27&amp;id=8270</a> > Information on health care claims: < <a href="http://www.cmu.cz/en">http://www.cmu.cz/en</a> > Biggest health insurance company in Czechia: < <a href="http://www.vzp.cz/en/index.php">http://www.vzp.cz/en/index.php</a> >

#### 4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ OSTRAVA02	<a href="mailto:Lukas.Las@osu.cz">Lukas.Las@osu.cz</a> +420 597 092 113	Housing information from university webpages: < <a href="http://www.osu.eu/index.php?kategorie=27&amp;id=8269">http://www.osu.eu/index.php?kategorie=27&amp;id=8269</a> > < <a href="http://prf.osu.eu/ksg/index.php?id=2090">http://prf.osu.eu/ksg/index.php?id=2090</a> >

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
CZ OSTRAVA02	Doc. PaedDr. Dana Kričfaluši, CSc. Dean	09-12-2013	
I UDINE01	Prof. Monica Ballerini Vice Rector International Mobility	2/12/13	



<sup>7</sup>Scanned signatures are accepted