



Erasmus+ Programme

Inter-institutional agreement 2014/15 - 2020/21



Between Institutional coordinator Administrative contact	Georg-August-Universität Göttingen Erasmus Code: D GOTTING01 - ECHE Nr. : _____ Dr. Uwe Muuss, Director International Office Karen Denecke, Erasmus+ Coordination Göttingen International - The International Office International Relations & Mobility Programmes von-Siebold-Str. 2, 37075 Göttingen Phone: +49 551 39 21330, Fax: +49 551 391821330 Email: karen.denecke@zww.uni-goettingen.de
and Institutional coordinator Administrative contact	Univerzita Karlova v Praze Erasmus Code: CZ PRAHA07 - ECHE Nr. : _____ Mgr., DiS. Michal Marsalek, Erasmus Institutional Coordinator Mgr., DiS. Michal Marsalek, Erasmus Institutional Coordinator European Office Ovocny trh 3/5, 116 36 Prague Phone: +420 224 491 310, Fax: +420 224 229 487 Email: michal.marsalek@ruk.cuni.cz

The institutions named above 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.

Mobility numbers: Student mobility for studies

Subject area	Study cycle	Direction	Number	Months (total)	Departmental Coordinators
421 - Biology and biochemistry	FS	DE > CZ	1	10	D GOTTING01 / CZ PRAHA07
421 - Biology and biochemistry	FS	CZ > DE	1	10	Dr. Anke Schürer / Daniel Stancik
421 - Biology and biochemistry	FS	CZ > DE	1	10	Dr. Anke Schürer / Daniel Stancik

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

Contact details of departmental coordinators

Field	SMS	SMP	STA	Departmental coordinator - D GOTTING01	Departmental coordinator - CZ PRAHA07
421	X			Dr. Anke Schürer, Erasmus Departmental Coordinator Dekanat Biologische Fakultät Wilhelm Weber Str. 2, 37073 Göttingen Phone: +49 551 39 10330, Fax: +49 551 39 20040 Email: erasblo@biologie.uni-goettingen.de	Daniel Stancik, Erasmus Departmental Coordinator Dept. of Botany Benátská 2, 128 01 Praha 2 Phone: +420 221 95 1641, Fax: +420 221 95 1645 Email: dan_stancik@yahoo.com

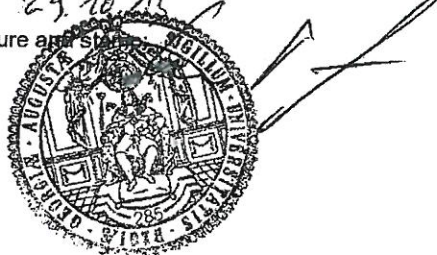
Further requirements and information for each institution are included in Annex 1 and Annex 2 to this Agreement ("Institutional fact sheets"). These annexes are an integral part of this Agreement. Both institutions agree to send an update of the institutional information to the other party if significant changes occur.

This Agreement is valid for the duration indicated above and may be updated or terminated by mutual agreement. In the event of unilateral termination, a notice of at least one academic year should be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Signatures of the legal representatives/heads of institutions of both institutions

Georg-August-Universität Göttingen
Name and position of the official representative:
Dr. Uwe Muuss
Director International Office

Date: 29.10.14
Signature and stamp:



Univerzita Karlova v Praze
Name and position of the official representative:
Mgr., DiS. Michal Marsalek
Erasmus Institutional Coordinator

Date:
Signature and stamp:

26.11.2015

CHARLES UNIVERSITY in Prague
Faculty of Science
LLP ERASMUS
Albertov 6, 128 43 Prague 2
UK-138



Erasmus⁺ Programme



Annexes to Inter-institutional agreement (Sections A-B; G) 2014/2015-2020/2021

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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching
CZ PRAHA07	English	Czech	B2	B2
D GÖTTING01	German (Bachelor)		B2	C1
	English (Master)		C1	C1

D. Additional requirements

D GÖTTING01

- Incoming Erasmus students must take at least 50% of their workload from the Faculty that coordinates the bilateral agreement. The rest of their workload can be made up of courses from different faculties.
- Before arrival: Nominated incoming students should contact in time the Departmental Coordinator concerning the selection of courses: erasbio@biologie.uni-goettingen.de
- After arrival: It is recommended that incoming students meet the Departmental Coordinator contemporary after their arrival in Göttingen: <http://www.uni-goettingen.de/en/194318.html>
- Further information about language requirements for incomings at the Faculty of Biology: <http://www.uni-goettingen.de/de/431559.html>
- Orientation Day/Welcome meeting of Biology: Wednesday two weeks ahead of semester start at 1 pm
- Incoming students should participate in the introduction days of the International Office:
- <http://www.uni-goettingen.de/en/55917.html>
- Incoming teaching staff must be individually accepted by the Department that coordinates the bilateral agreement. The acceptance will be based on the candidate's working plan and its adequacy to the teaching programme of the department.
- Incoming non-teaching staff must be individually accepted by the International Office based on the proposed working plan. The International Office will check the availability of the concerned department, service or unit.

CZ PRAHA07

- Basic Erasmus Data can be viewed here: <https://www.natur.cuni.cz/eng/study/incoming-students/erasmus/#basic-erasmus-data>
- Orientation Day/Welcome meeting of Biology: <http://erasmusclub.natur.cuni.cz/news/orientation-day-biology-and-chemistry>
- All information considering required steps before and after arrival: <http://www.cuni.cz/UK-928.html>
- Incoming teaching staff must be individually accepted by the Department that coordinates the bilateral agreement. The acceptance will be based on the candidate's working plan and its adequacy to the teaching programme of the department.

E. Calendar

1. Student application deadlines:

Receiving institution	Autumn/Winter term ¹ [month]	Spring/Summer term ² [month]
CZ PRAHA07	June 15 th	October 31 st
D GOTTING01	June 1 st	December 1 st

- The receiving institutions will send their decisions within 4 weeks after deadline.
- A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
- Termination of this Agreement or Changes in the data set above can be amended annually, if communicated before September 1st the year before the changes takes place. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

D GOTTING01		
WWW for Incoming Students	http://www.cuni.cz/UK-928.html	http://www.uni-goettingen.de/en/48483.html
WWW Course Catalogue	http://www.cuni.cz/UK-2047.html	http://univz.uni-goettingen.de/qisserver/rds?state=user&type=0&topitem=&breadcrumbSource=&topitem=functions
Housing ³	http://www.cuni.cz/UK-2073.html	http://www.uni-goettingen.de/en/21435.html
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	marion.kraft@zvw.uni-goettingen.de
WWW Visa Information ⁴	http://www.cuni.cz/UK-2045.html	http://www.uni-goettingen.de/en/24845.html
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	Christiane.seack@zvw.uni-goettingen.de
WWW Insurance Information ⁵	http://www.cuni.cz/UK-2045.html	http://www.uni-goettingen.de/en/48483.html
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	Christiane.seack@zvw.uni-goettingen.de
ECTS Users' Guide	http://is.cuni.cz/studium/eng/premdety/index.php	http://www.uni-goettingen.de/en/49275.html https://pruefungsverwaltung.uni-goettingen.de/statistikportal#category?category=W13IJ/C4BAsEahOBq6EGx/uaVbMkiQKT

¹ To be adapted in case of a trimester system.

² To be adapted in case of a trimester system.

³ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

⁴ 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 ECHE.

⁵ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

WWW Students and Staff with Disabilities	http://www.cuni.cz/UK-2049.html	http://www.uni-goettingen.de/en/408350.html
Contact details	erasmus@ruk.cuni.cz +420 224 491 310	