



# Erasmus + Programme

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

### Inter-institutional agreement 2014-2021 between programme countries

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 (email, phone)	Website (eg. of the course catalogue)
UNIVERSIDAD DEL PAÍS VASCO/ EUSKAL HERRIKO UNIBERTSITATEA (UPV/EHU)	E BILBAO01	<b>Marta Barandiaran,</b> <b>Director for International Mobility</b> Edificio Rectorado, Barrio Sarriena s/n – 48940 LEIOA – (BIZKAIA) – SPAIN Phone: +34 94 601 2165 Fax: +34 94 601 3590 <a href="mailto:directora.internacional@ehu.es">directora.internacional@ehu.es</a>  <b>Bilateral Agreements,</b> <b>International Relations Office</b> Vicerrectorado de Proyección Internacional Edificio Ignacio M <sup>a</sup> Barriola – 1 <sup>a</sup> pl. Plaza Elhuyar, 1 // 20018 DONOSTIA- SAN SEBASTIAN (GIPUZKOA) – SPAIN Tel.: +34 943 018136 Fax: +34 943018230: <a href="mailto:agreements.international@ehu.es">agreements.international@ehu.es</a>	<a href="http://www.relaciones-internacionales.ehu.es">http://www.relaciones-internacionales.ehu.es</a>
Faculty of Science and Technology		Academic Contact for “ <b>421 area code</b> ”: Josu Igartua, Vicedean for students and International Affairs Barrio de Sarriena, s/n – 48940 Leioa –	<a href="http://www.zientzia-teknologia.ehu.es">http://www.zientzia-teknologia.ehu.es</a>

		Bizkaia – Spain Phone: +34 946012670 / Fax: +34 946012740 E-mail: ciencia.internacional@ehu.es	
CHARLES UNIVERSITY IN PRAGUE	CZ PRAHA07	MICHAL MARŠÁLEK, INSTITUTIONAL ERASMUS COORDINATOR / DAGMAR CHALUPOVÁ, COORDINATOR OF FACULTY OF SCIENCE Ovocný trh 3 116 36 Prague 1 Czech republic Phone:+420 224 491 310 FAX +420 224 229 487 EMAIL: <a href="mailto:michal.marsalek@ruk.cuni.cz">michal.marsalek@ruk.cuni.cz</a> / <a href="mailto:erasmus@natur.cuni.cz">erasmus@natur.cuni.cz</a>	<a href="http://www.cuni.cz/UK-4172.html">http://www.cuni.cz/UK-4172.html</a>  <a href="http://www.natur.cuni.cz/fakulta/studium/studium-v-zahranici/erasmus">http://www.natur.cuni.cz/fakulta/studium/studium-v-zahranici/erasmus</a>
		Šárka Bejdová Faculty of Science Department of Anthropology and Human Genetics Viničná 7 128 44, Prague 2 Phone:+420 221 951 609 E-mail: <a href="mailto:bejdova@natur.cuni.cz">bejdova@natur.cuni.cz</a>	

## B. Mobility numbers<sup>1</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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E BILBAO01	CZ PRAHA07	421	Biology, biochemistry and biotechnology	1 <sup>st</sup>	2 x 6 = 12	-
CZ PRAHA07	E BILBAO01	421	Biology, biochemistry and biotechnology	1 <sup>st</sup>	2 x 6 = 12	-

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>)



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  [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
E BILBAO01	CZ PRAHA07	421	Biology, biochemistry and biotechnology	1 person /1 week / 8 hours teaching	1 person/ 1 week-
CZ PRAHA07	E BILBAO01	421	Biology, biochemistry and biotechnology	1 person /1 week / 8 hours teaching	1 person / 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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E BILBAO01	421	Spanish	English	Spanish B1 or English B2	Spanish B2 or English C1
CZ PRAHA07	421	Czech	English	Czech B2 or English B2	Czech B2 or English B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

### D. Additional requirements

The UPV/EHU has a Disabled People's Service (<http://www.ikasleak.ehu.es/p202-shdischm/en/>) who works in the three campuses to attend to the needs of the university population with disabilities, taking into account each person's individual circumstances.

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
E BILBAO01	June 30 <sup>th</sup>	November 30 <sup>th</sup>
CZ PRAHA07	June 15 <sup>th</sup>	October 31 <sup>st</sup>

2. The receiving institution will send its decision within **3** weeks.

3. 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

This agreement will take effect in the **2014** academic year being valid for a period of **7** years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.

II. Termination of the agreement will not be penalised.

*"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

<http://go.ehu.es/gradingsystem>



**ECTS grading scale:**

ECTS Grade	Spanish Grade	Definition
A	10	EXCELLENT outstanding performance with only minor errors
B	9	VERY GOOD above the average standard but with some errors



C	8	GOOD	generally sound work with a number of notable errors
D	6, 7	SATISFACTORY	fair but with significant shortcomings
E	5	SUFFICIENT	performance meets the minimum criteria
FX	4	FAIL	some more work required before the credit can be awarded
F	1 ÷ 3	FAIL	considerable further work is required

#### ECTS credits:

one semester

**30 ECTS credits**

one full academic year

**60 ECTS credits**

## 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
E BILBAO01	Ministerio de Asuntos Exteriores y Cooperación	<a href="http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx">http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/RequisitosDeEntrada.aspx</a> Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a>
CZ PRAHA07	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710

## 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
E BILBAO01	<a href="#">European Commission (Employment, Social Affairs &amp; Inclusion)</a>	<a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a> Further assistance: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a>
CZ PRAHA07	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</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
E BILBAO01	Campus of Alava: <a href="mailto:helpcentre1.internacional@ehu.es">helpcentre1.internacional@ehu.es</a> Campus of Biscay (Leioa): <a href="mailto:helpcentre2.internacional@ehu.es">helpcentre2.internacional@ehu.es</a> Campus of Biscay (Bilbao): <a href="mailto:helpcentre3.internacional@ehu.es">helpcentre3.internacional@ehu.es</a> Campus of Gipuzkoa: <a href="mailto:helpcentre4.internacional@ehu.es">helpcentre4.internacional@ehu.es</a>	
CZ PRAHA07	<a href="http://www.cuni.cz/UK-2073.html">http://www.cuni.cz/UK-2073.html</a>  Contact details: <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	

CZ PRAHA07	
WWW for Incoming Students	<a href="http://www.cuni.cz/UK-928.html">http://www.cuni.cz/UK-928.html</a>
WWW Course Catalogue	<a href="http://www.cuni.cz/UK-2047.html">http://www.cuni.cz/UK-2047.html</a>
Housing <sup>2</sup>	<a href="http://www.cuni.cz/UK-2073.html">http://www.cuni.cz/UK-2073.html</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710
WWW Visa Information <sup>3</sup>	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710
WWW Insurance Information <sup>4</sup>	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710
ECTS Users' Guide <sup>5</sup>	<a href="http://is.cuni.cz/studium/eng/predmety/index.php">http://is.cuni.cz/studium/eng/predmety/index.php</a>

<sup>2</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>3</sup> 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.


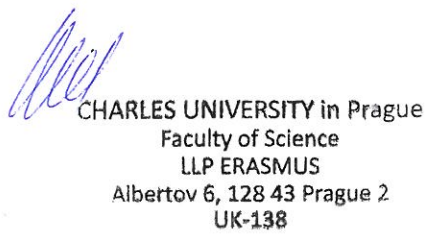
<sup>4</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

<sup>5</sup> Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.



WWW Students and Staff with Disabilities	<a href="http://www.cuni.cz/UK-2049.html">http://www.cuni.cz/UK-2049.html</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 310

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
E BILBAO01	Marta Barandiaran, Director for International Mobility	03.12.2013	
CZ PRAHA07	Dagmar Chalupová Faculty Erasmus Coordinator	4.12. 2013	

<sup>6</sup> Scanned signatures are accepted