



# Erasmus+ Programme

## Bilateral Inter-Institutional Agreement

### Key Action 1 Learning Mobility for Higher Education Students and Staff

#### among EU Member States and third countries associated to the Programme

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The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

#### **Grading systems of the institutions**

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

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<sup>1</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

## Validity period of the agreement

Timeframe	Academic Year*	
Start of validity	[2021/2022]	
End of validity	[2028/2029]	

### A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>2</sup> (email, phone)	Websites ( General/Faculties/ Course catalogue)
Charles University	CZ PRAHA07	<p><b>Central level:</b> Rectorate, European Office, <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a></p> <p><b>Faculty level:</b> Erasmus Office, <a href="mailto:erasmus@natur.cuni.cz">erasmus@natur.cuni.cz</a></p> <p><b>Departmental Coordinator:</b> Dr. Libor Mikeš Dept. of Parasitology <a href="mailto:mikes@natur.cuni.cz">mikes@natur.cuni.cz</a></p>	<p>General: <a href="https://cuni.cz/">https://cuni.cz/</a></p> <p>Faculty – list of courses taught in English: <a href="https://www.natur.cuni.cz/eng/study/erasmus/courses">https://www.natur.cuni.cz/eng/study/erasmus/courses</a></p> <p>Charles University course catalogue: <a href="https://cuni.cz/UKEN-364.html">https://cuni.cz/UKEN-364.html</a></p>
University of Bari	I BARI01	<p><b>Central level:</b> Dr. Luisa D'ANIELLO – Head of International Mobility Office <a href="mailto:erasmus.incoming@uniba.it">erasmus.incoming@uniba.it</a></p> <p><b>Veterinary Medicine</b></p> <p><b>Department level:</b> Erasmus Office, <a href="mailto:erasmus.veterinaria@uniba.it">erasmus.veterinaria@uniba.it</a></p> <p><b>Departmental Coordinator:</b> Prof.ssa LATROFA Stefania Dept. of Parasitology <a href="mailto:stefania.latrofa@uniba.it">stefania.latrofa@uniba.it</a></p>	<p>General: <a href="https://www.uniba.it">https://www.uniba.it</a></p> <p>Faculty/faculties: <a href="https://www.uniba.it/ricerca/dipartimenti/dipmedveterinaria">https://www.uniba.it/ricerca/dipartimenti/dipmedveterinaria</a></p> <p>Course catalogue: <a href="https://www.uniba.it/ricerca/dipartimenti/dipmedveterinaria/didattica-1/offerta-formativa/offerta-formativa-1">https://www.uniba.it/ricerca/dipartimenti/dipmedveterinaria/didattica-1/offerta-formativa/offerta-formativa-1</a></p>

<sup>2</sup>Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>3</sup> per 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 (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
CZ PRAHA07	I BARIO1	05/0841			1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup>	1	6	1	3
I BARIO1	CZ PRAHA07	05/0841			1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup>	1	6	1	3

### Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

<sup>3</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]
CZ PRAHA07	I BARI01	05		1	7	1	14
I BARI01	CZ PRAHA07	05		1	7	1	14

### 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 <sup>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ PRAHA07		English	Czech	B2 in English, B1 in Czech	B2 in English, B1 in Czech
I BARI01		English	Italian	B2 in English, B1 in Italian	B2 in English, B1 in Italian

<sup>4</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>

## D. Calendar

**Nominations of incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
CZ PRAHA07	Nomination and application deadline for winter semester and full year: 15 <sup>th</sup> June (visa students: 31 <sup>st</sup> May)	Nomination and application deadline for summer semester: 31 <sup>st</sup> October (visa students: 15 <sup>th</sup> October)
<i>I BARIO1</i>	15 <sup>th</sup> June (visa students: 31 <sup>st</sup> May)	31 <sup>st</sup> October (visa students: 15 <sup>th</sup> October)

**Applications from incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
CZ PRAHA07	Nomination and application deadline for winter semester and full year: 15 <sup>th</sup> June (visa students: 31 <sup>st</sup> May)	Nomination and application deadline for summer semester: 31 <sup>st</sup> October (visa students: 15 <sup>th</sup> October)
<i>I BARIO1</i>	15 <sup>th</sup> June (visa students: 31 <sup>st</sup> May)	31 <sup>st</sup> October (visa students: 15 <sup>th</sup> October)

## Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ PRAHA07	<b>Central level:</b> Rectorate, European Office, <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>  <b>Faculty level:</b> Erasmus Office, <a href="mailto:erasmus@natur.cuni.cz">erasmus@natur.cuni.cz</a>	<a href="https://cuni.cz/UKEN-362.html">https://cuni.cz/UKEN-362.html</a>
<i>I BARIO1</i>	Dr. Luisa D'ANIELLO – Head of International Mobility Office <a href="mailto:erasmus.incoming@uniba.it">erasmus.incoming@uniba.it</a>	<a href="https://www.uniba.it/internazionale/incoming-mobility/students/documents-and-forms">https://www.uniba.it/internazionale/incoming-mobility/students/documents-and-forms</a>

## E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
CZ PRAHA07	Academic requirements CV Motivation letter Other	- Number of ECTS credits completed - Subject area code – ISCED - EQF level	<a href="https://cuni.cz/UKEN-362.html">https://cuni.cz/UKEN-362.html</a>
<i>I BARIO1</i>	Academic requirements CV Motivation letter Other	Number of ECTS credits completed - Subject area code – ISCED - EQF level	

The receiving institution will send its decision within 3 weeks, **and no later than 5 weeks.**

## Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
CZ PRAHA07	- Reduced mobility - Hearing impairments - Visual impairments		RNDr. Dana Fialová, Ph.D. E-mail: <a href="mailto:dana.fialova@natur.cuni.cz">dana.fialova@natur.cuni.cz</a>	<a href="https://www.natur.cuni.cz/fakulta">https://www.natur.cuni.cz/fakulta</a>

	- ...		Phone: +420: 221 951 397  Charles University, European Office, <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>	<a href="https://studium/speciální-potreby">/studium/speciální-potreby</a>  (in Czech)  <a href="https://cuni.cz/UKEN-370.html">https://cuni.cz/UKEN-370.html</a>  (in English)
<i>I BARI01</i>			diversabili.ateneo@uniba.it	

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
Institution 1	- Reduced mobility - Hearing impairments - Visual impairments - ...		RNDr. Dana Fialová, Ph.D. E-mail: <a href="mailto:dana.fialova@natur.cuni.cz">dana.fialova@natur.cuni.cz</a>  Phone: +420: 221 951 397  Charles University, European Office, <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>	<a href="https://www.natur.cuni.cz/fakulta/studium/speciální-potreby">https://www.natur.cuni.cz/fakulta/studium/speciální-potreby</a>  (in Czech)  <a href="https://cuni.cz/UKEN-370.html">https://cuni.cz/UKEN-370.html</a>  (in English)
<i>I BARI01</i>			diversabili.ateneo@uniba.it	

## F. Information

### 1. 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
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CZ PRAHA07	Charles University, European Office, <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>	<a href="https://cuni.cz/UKEN-365.html">https://cuni.cz/UKEN-365.html</a>
<i>I BARIO1</i>	erasmus.incoming@uniba.it	

## **2. Visa**

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ PRAHA07	Charles University, European Office, <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>	<a href="https://cuni.cz/UKEN-366.html">https://cuni.cz/UKEN-366.html</a>
<i>I BARIO1</i>	Dr. Luisa D'ANIELLO – Head of International Mobility Office <a href="mailto:erasmus.incoming@uniba.it">erasmus.incoming@uniba.it</a>	

## **3. Insurance**

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
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CZ PRAHA07	Charles University, European Office, <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>	<a href="https://cuni.cz/UKEN-366.html">https://cuni.cz/UKEN-366.html</a>
<i>I BARIO1</i>	Dr. Luisa D'ANIELLO – Head of International Mobility Office <a href="mailto:erasmus.incoming@uniba.it">erasmus.incoming@uniba.it</a>	

#### **4. Additional information**

<b>Receiving institution [Erasmus code]</b>	<b>Information on recognition process / other useful information:</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ PRAHA07	Information on Courses  Students are to contact their Erasmus faculty coordinator to receive information on available mentoring services at their host faculty.  <i>Charles University applies the European Credit Transfer System</i>		<a href="https://cuni.cz/UKEN-364.html">https://cuni.cz/UKEN-364.html</a>  <a href="https://cuni.cz/UKEN-199.html">https://cuni.cz/UKEN-199.html</a>
<i>I BARIO1</i>		<a href="mailto:erasmus.incoming@uniba.it">erasmus.incoming@uniba.it</a>	

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 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."*

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

<b>Institution [Erasmus code]</b>	<b>Name, function</b>	<b>Date</b>	<b>Signature<sup>5</sup></b>
CZ PRAHA07	RNDr. Aleš Soukup, Ph.D.  Vice-dean for Development and Foreign Relations		
I BARI01	THE RECTOR		

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<sup>5</sup> Scanned signatures are accepted