



## Erasmus+ Programme

### Key Action 1

#### – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional<sup>1</sup> agreement 2018-20[21]<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)
Charles University in Prague Faculty of Science Department of Philosophy and History of Sciences	CZ PRAHA07	<b>Institutional Coordinator</b> Dagmar Chalupová, Ph.D. Albertov 6, 128 43 Praha 2 www.natur.cuni.cz, dagmar.chalupova@natur.cuni.cz +420221951367  <b>Departmental Coordinator</b> Lucie Čermáková, Ph.D. Viničná 7, 128 43 Praha 2, Czech Republic lucie.cermakova@natur.cuni.cz +420608666136	<a href="http://www.cuni.cz/UK-2047.html">http://www.cuni.cz/UK-2047.html</a>
University of Ljubljana Faculty of Arts Aškerčeva 2 1000 Ljubljana	SI LJUBLJA01	<b>Institutional Coordinator</b> Bibi Ovaska Presetnik Univerza v Ljubljani, Kongresni trg 12, SI-1000 Ljubljana Tel.: +38 612 418 590	<a href="http://www.uni-lj.si">http://www.uni-lj.si</a> <a href="http://www.ff.uni-lj.si">http://www.ff.uni-lj.si</a>

<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 Classics		Fax: +38 612 418 593 e-mail: Katja.Cerjak@uni-lj.si  <b>Faculty coordinator:</b> Name: Anja Golec Tel: +386 1 241 1356 E-mail: anja.golec@ff.uni-lj.si  <b>Departmental Coordinator</b>  David Movrin Department of Classics, University of Ljubljana, Faculty of Arts, Askerceva 2, SI-1000 Ljubljana, Slovenija Tel.: +38 612 411 414 Fax: +38 612 411 421 e-mail: david.movrin@ff.uni-lj.si	

#### 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 [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	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
CZ PRAHA07	SI LJUBLJA01	224	History, philosophy and related subjects	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	5 months	6 months

<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>)

SI LJUBLJA01	CZ PRAHA07	224	History, philosophy and related subjects  51% of Courses from the Faculty of Science	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	5 months	6 months
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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 *
				[total number of days of teaching periods or average duration *]	
CZ PRAHA07	SI LJUBLJA01	224	History, philosophy and related subjects	2x7 days	
SI LJUBLJA01	CZ PRAHA07	224	History, philosophy and related subjects	2x7 days	

### 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>6</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching

<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>

				[Minimum recommended level: B1]	[Minimum recommended level: B2]
CZ PRAHA07		English	Czech	B2	B2
SI LJUBLJA01		Slovene	English	B1	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

Both 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 PRAHA07	JUNE 15 <sup>th</sup>	OCTOBER 31 <sup>st</sup>
SI LJUBLJA01	MAY 15 <sup>th</sup>	NOVEMBER 15 <sup>th</sup>

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

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 3 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

*The present Bilateral Agreement will be valid for the academic year(s) mentioned above unless either side terminates the present Agreement in writing by **September 30<sup>th</sup>** of the year prior to the academic year concerned. 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

CZ PRAHA07: <https://www.cuni.cz/UKEN-361.html>

SI LJUBLJA01: [http://www.uni-lj.si/en/mobility\\_programmes/incoming\\_students.aspx](http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx)

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 PRAHA07	erasmus@ruk.cuni.cz +240 224 491 710	<a href="https://www.cuni.cz/UK-2045.html">https://www.cuni.cz/UK-2045.html</a>
SI LJUBLJA01	Incoming: intern.office@uni-lj.si Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/international_cooperation_and_exchange">http://www.uni-lj.si/international_cooperation_and_exchange</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 PRAHA07	erasmus@ruk.cuni.cz +240 224 491 710	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>
SI LJUBLJA01	Incoming: intern.office@uni-lj.si Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/international_cooperation_and_exchange">http://www.uni-lj.si/international_cooperation_and_exchange</a>


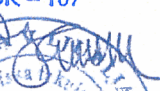

### 4. Housing

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 PRAHA07	erasmus@ruk.cuni.cz +240 224 491 710	<a href="http://www.cuni.cz/UK-2073.html">http://www.cuni.cz/UK-2073.html</a>
SI LJUBLJA01	Incoming: intern.office@uni-lj.si Tel: 00 3861 2418592	<a href="http://www.uni-lj.si/international_cooperation_and_exchange">http://www.uni-lj.si/international_cooperation_and_exchange</a>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
CZ PRAHA07	RNDr. Dagmar Chalupová, Ph.D.  Faculty ERASMUS Coordinator	21/12/18	 CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertov 6, 128 43 Praha 2 IČO: 00216208, DIČ: CZ00216208 UK – 107
SI LJUBLJA01	prof. Roman Kuhar  Dean of the Faculty by the Authorisation of the Rector	21/12/18	 

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