



Erasmus+ Programme

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

Inter-institutional¹ agreement

2018-19-2020-21
between programme countries

[Minimum requirements]

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 details² (email, phone)	Website (eg. of the course catalogue)
University College London School or Department: Biosciences	UK LONDON029	Study Abroad Office +44 (0) 203 108 7773 studyabroad@ucl.ac.uk Thanasis Mourikis Erasmus+ Co-ordinator +44 (0) 203 1086671 t.mourikis@ucl.ac.uk Conor Rickford Senior Partnership Manager (Europe)	Course catalogue: http://www.ucl.ac.uk/sag

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

		<p>{contract management only} +44 (0) 203 108 7785 c.rickford@ucl.ac.uk</p> <p>Departmental Contact: Hazel Smith hazel.smith@ucl.ac.uk</p>	
<p>CHARLES UNIVERSITY FACULTY OF SCIENCE DEPARTMENT OF CELL BIOLOGY</p>	CZ PRAHA07	<p>Institutional Coordinator RNDr. Dagmar Chalupová, Ph.D. Charles Univerzity, Faculty of Science, Na Slupi 16, 128 43, Prague2, Czech Republic erasmus@natur.cuni.cz , +420 221 951 166</p> <p>Dept. Contact Person RNDr. Nataša Šebková, Ph.D. Charles Univerzity, Faculty of Science, Vinicna 7, 128 44, Prague 2, Czech republic natasa.sebkova@natur.cuni.c Z +420 221951794</p>	<p>https://www.natur.cuni.cz/eng/study/erasmus?set_language=en</p>

B. Mobility numbers³ per academic year

1. 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.
2. The table below represents the maximum number of students for each academic year. Student mobility should be fully reciprocal on a yearly basis. Any imbalances in the number of students exchanged between the partners in any academic year shall be corrected before the expiry or termination of the Agreement.
3. Unless agreed between the partners, neither partner shall be obliged to admit any student where the other partner is unable to provide a reciprocal exchange student in that academic year or semester (as applicable).

	TO [Erasmus]	Subject area	Subject area name	Study cycle	Number of student mobility periods
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³ 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]	code of the receiving institution]	code * [ISCED]	*	<i>[short cycle, 1st, 2nd or 3rd]</i> *	Student Mobility for Studies <i>[total number of months of the study periods or average duration*]</i>	<i>Student Mobility for Traineeships</i> *
UK LONDON029	CZ PRAHA07		Biology and Biochemistry	1, 2, 3	2 students x 10 months	0 students x 0 months
CZ PRAHA07	UK LONDON029		Biology and Biochemistry	1, 2, 3	2 students x 10 months	0 students x 0 months

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training *
UK LONDON029	CZ PRAHA07		Biology and Biochemistry	0 staff x 0 days	0 staff x 0 days
CZ PRAHA07	UK LONDON029		Biology and Biochemistry Biology and Biochemistry	0 staff x 0 days	0 staff x 0 days

UK LONDON029: Please note that outgoing staff mobility for UK LONDON029 is not guaranteed and is subject to available funding.

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 ⁴	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
UK LONDON029		English	-	See below	
CZ PRAHA07		English	Czech		

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

⁴ 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>

UK LONDON029 Further information on UCL's recommended English language skills for students see:

<http://www.ucl.ac.uk/prospective-students/international/affiliate/erasmus/>

D. Additional requirements

UK LONDON029 UCL welcomes students and staff member with disabilities. In order to identify whether any special provisions need to be made for students, see www.ucl.ac.uk/disability. Staff should refer to contact www.ucl.ac.uk/hr/equalities/disability/index.php.

UK LONDON029 Students nominated from CZ PRAHA07 should be currently studying in a similar area to the nominated department of admission. UCL Admission Tutors need to be confident that the student will have sufficient academic background in their subject (and enthusiasm for it) to enable them to take classes alongside regular degree students. There may also be admission requirements (including pre-requisites) specific to individual subject areas and courses. Students or partners should contact the relevant Affiliate Tutor/Contact directly. Their contact details can be found in the relevant departmental entry in the Study Abroad Guide. <http://www.ucl.ac.uk/prospective-students/study-abroad-guide>

Applications to study at UCL should be submitted via:

<http://www.ucl.ac.uk/prospective-students/study-abroad-ucl/study-abroad-guide/how-to-apply>

UK LONDON029: Students nominated from CZ PRAHA07 should currently have a minimum cumulative GPA of 3.3/4.0 (or equivalent, such as 2.1 in UK terms).

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
UK LONDON029	31 March	30 September
CZ PRAHA07	15 June	31 October

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

2. UK LONDON029 aims to send its decision within 4 weeks of receiving all application materials.
3. CZ PRAHA07 aims to send its decision with 6-8 weeks of receiving all application materials.
4. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI. (UCL endeavours to meet this target, however it may not always be possible). See

www.ucl.ac.uk/current-students/exams_and_awards/qualifications/transcripts. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

- Termination of the agreement: this agreement will remain in effect for the above determined period of validity or until the involved institutions both agree in the discontinuation of the exchanges. 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. NB: 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

Institution	Grading system
UK LONDON029	http://www.ucl.ac.uk/current-students/exams_and_awards/qualifications/transcripts
CZ PRAHA07	https://www.cuni.cz/UK-5381.html

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
UK LONDON029	internationalssupport@ucl.ac.uk +44 (0)20 8103 4043 studentvisa@ucl.ac.uk	www.ucl.ac.uk/iss/immigration-visa
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	https://www.cuni.cz/UK-5944.html

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
UK LONDON029	internationalsupport@ucl.ac.uk +44 (0)20 8103 4043	http://www.ucl.ac.uk/iss/before-you-arrive/health
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	https://www.cuni.cz/UK-1431.html

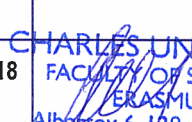
4. Housing

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
UK LONDON029	UCL Student Residences +44(0)20 7679 6322 residences@ucl.ac.uk	http://www.ucl.ac.uk/prospective-students/study-abroad-ucl/summer-school/accommodation
CZ PRAHA07	Accommodation contract http://www.kam.cuni.cz/KAM-90.html +420 224 491 710	https://www.cuni.cz/UK-2073.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature⁵
CZ PRAHA07	RNDr. Dagmar Chalupová, Ph.D.	12.April .2018	 CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertov 6, 128 43 Praha 2 IČO: 00216208, DIČ: CZ00216208 UK - 107

⁵ Scanned signatures are accepted

	Faculty ERASMUS Coordinator		
UK LONDON029	Dame Nicola Brewer, Vice- Provost (International)	12 April 2018	

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USA