



# Erasmus+ Programme

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

### Inter-institutional agreement 2017/18 – 2020/21 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)
The University of Northumbria at Newcastle (trading as Northumbria University)	UK NEWCAST02	Chris Morgan (Agreements) International Partnerships Co-ordinator 44 191 2273018 <a href="mailto:chris.j.morgan@northumbria.ac.uk">chris.j.morgan@northumbria.ac.uk</a>  Melissa Schueler (Incoming Exchanges) Study Abroad and Exchanges Coordinator 44 191 227 7541 <a href="mailto:melissa.schueler@northumbria.ac.uk">melissa.schueler@northumbria.ac.uk</a>  Andy Garton (Outgoing Exchanges) Study Abroad and Exchanges Coordinator 44 191 227 3863 <a href="mailto:andy.garton@northumbria.ac.uk">andy.garton@northumbria.ac.uk</a>	<a href="http://www.northumbria.ac.uk">www.northumbria.ac.uk</a>
Charles University Prague	CZ PRAHA07	Dagmar Chalupova Faculty Erasmus Coordinator <a href="mailto:dagmar.chalupova@natur.cuni.cz">dagmar.chalupova@natur.cuni.cz</a> +420 221 951 367  Jan Havlíček Departmental Erasmus Coordinator	<a href="http://www.cuni.cz">http://www.cuni.cz</a>

## B. Mobility numbers per academic year

This agreement is for four academic years: 2017/18, 2018/19, 2019/20, 2020/21

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	Student Mobility for Traineeships *
UK NEWCAST02	CZ PRAHA07	421	Biology and Biochemistry	1st	2 students for 10 months	
CZ PRAHA07	UK NEWCAST02	421	Biology and Biochemistry	1st	2 students for 10 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  [total number of days of teaching periods or average duration *]	Staff Mobility for Training
UK NEWCAST02	CZ PRAHA07	421	Biology and Biochemistry	2 for 5 days	2 for 5 days
CZ PRAHA07	UK NEWCAST02	421	Biology and Biochemistry	2 for 5 days	2 for 5 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]	Language of instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level <sup>1</sup>	
			Student Mobility for Studies	Staff Mobility for Teaching
UK NEWCAST02	English		B2	B2
CZ PRAHA07	Czech	English	B2	B2



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

## D. Additional requirements

### UK NEWCAST02

Northumbria has a Disability Support team who provide information, advice, guidance and support to disabled students at all stages of their university career and also to provide this to other staff working with disabled students.

### CZ PRAHA07

## E. Calendar

1. Applications from nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term September	Spring term* January
UK NEWCAST02	30 April	31 October
CZ PRAHA07	15 June	31 October

2. The receiving institution will send its decision within 5 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.
4. Termination of the agreement

If either institution wishes to terminate the agreement, one year's notice must be given in writing. For example, notice to terminate mobility from 2015/16 must be given by 1 September 2014.

## F. Information

### 1. Grading systems of the institutions

#### UK NEWCAST 02

Northumbria works on 120 credits per year; this is equivalent to 60 ECTS. For example, a Northumbria module (course) worth 20 credits is equal to 10 ECTS. The pass mark for modules is 40% for Undergraduate modules and 50% for Postgraduate modules. Links to grading information at Northumbria can be found on the additional information sheet.

#### CZ PRAHA07

### 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
UK NEWCAST02	Visa Information <a href="mailto:sv.welfareandinternational@northumbria.ac.uk">sv.welfareandinternational@northumbria.ac.uk</a> Request for a Visa letter <a href="mailto:er.study-abroad@northumbria.ac.uk">er.study-abroad@northumbria.ac.uk</a>	<a href="https://www.northumbria.ac.uk/study-at-northumbria/support-for-students/international-student-support/extending-student-visa-in-the-uk/">https://www.northumbria.ac.uk/study-at-northumbria/support-for-students/international-student-support/extending-student-visa-in-the-uk/</a>
CZ PRAHA07	Visa Information <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>

### **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
UK NEWCAST02	<a href="mailto:er.study-abroad@northumbria.ac.uk">er.study-abroad@northumbria.ac.uk</a>	
CZ PRAHA07	<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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
UK NEWCAST02	<a href="mailto:rc.accommodation@northumbria.ac.uk">rc.accommodation@northumbria.ac.uk</a> 44 (0)191 2274209	<a href="http://www.northumbria.ac.uk/accommodation">www.northumbria.ac.uk/accommodation</a>
CZ PRAHA07	<a href="http://www.cuni.cz/UK-2073.html">http://www.cuni.cz/UK-2073.html</a>	

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

Institution [Erasmus code]	Name, function	Date	Signature
UK NEWCAST02	Professor Jon Reast  Pro Vice- Chancellor (International)	03/10/2016	
CZ PRAHA07	<i>Dagmar Chalupova</i>	<i>13.10.2016</i>	

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