



Erasmus⁺ Programme

LOGO

Inter-institutional agreement 2017-2020

Higher Education Student and Staff Mobility

→Mobility for learners and staff←

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus⁺ programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus⁺ programme sets extra criteria, this Agreement will be reviewed.

A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details ¹ (Name, E-mail, Phone)
CHARLES UNIVERSITY Faculty of Science Department of Inorganic Chemistry	CZ PRAHA07	Prof. RNDr. Petr Štěpnička, PhD. Dsc. FRSC stepnic@natur.cuni.cz +420 22195 1260
HEINRICH-HEINE UNIVERSITÄT Faculty of Mathematics and Natural Sciences Department of Chemistry	D DUSSELD01	Erasmus Institutional Coordinator: Ms.Dr.Anne Gellert Heinrich-Heine Universität Düsseldorf International Office 40204 Düsseldorf Phone: +49 (0) 211 81-14107 Fax: +49 (0) 211 81-11334 Email: erasmusagreements@hhu.de Departmental Coordinator : Ms.Prof.Dr. Vlada B.Urlacher Universitätstr.1, Building 26.42, Room U1.34 40225 Düsseldorf Phone: +49 (0) 211 81-13687 Fax: +49 (0) 211 81-13117 Email: vlada.urlacher@hhu.de

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS ²	SMT ³
CZ PRAHA07	D DUSSELD001	442	Chemistry	1 st , 2 nd , 3 rd	0/0	0/0
D DUSSELD01	CZ PRAHA07	442	Chemistry	1 st , 2 nd , 3 rd	0/0	1/6

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA ⁴	STT ⁵
CZ PRAHA07	D DUSSELD01	442	Chemistry	0/0	0/0
D DUSSELD01	CZ PRAHA07	442	Chemistry	0/0	0/0

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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
CZ PRAHA07		English	Czech	B2	B2
D DUSSELD01		German	English	B2	B2

² Student Mobility for Studies

³ Student Mobility for Traineeship

⁴ Staff Mobility for Teaching

⁵ Staff Mobility for Training

D. Calendar

1. Student nomination/application deadlines:

Receiving institution	Winter term ⁶ [month]	Summer term ⁷ [month]
CZ PRAHA07	June 15 th	October 31 st
D DUSSELD01	July 15 th	January 15 th

2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
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 this Agreement or Changes in the data set above can be amended annually, if communicated before January 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

E. Information

	CZ PRAHA07	XX PARTNER01
WWW for Incoming Students	http://www.cuni.cz/UK-928.html	http://www.hhu.de/erasmus-incomings
WWW Course Catalogue	http://www.cuni.cz/UK-2047.html	https://isf.verwaltung.uni-duesseldorf.de
Housing ⁸	http://www.cuni.cz/UK-2073.html	http://www.hhu.de/erasmus-incomings
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	Ms. Monika Lent-Öztürk (Incomings): Email: exchange-students@hhu.de
WWW Visa Information ⁹	http://www.cuni.cz/UK-2045.html	http://www.hhu.de/erasmus-incomings
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	Sabrina Sandmann (outgoings): Email: outgoings-europa@hhu.de Phone: +49 (0) 221 81-10220 Ms. Monika Lent-Öztürk (incomings): Email: exchange-students@hhu.de Phone: +49 (0) 221 81-10726

⁶ To be adapted in case of a trimester system.

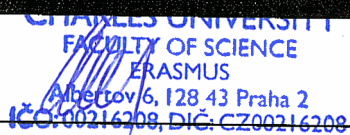
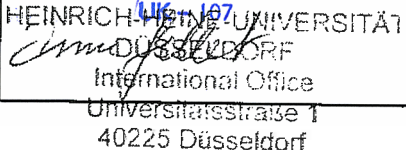
⁷ To be adapted in case of a trimester system.

⁸ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

⁹ 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.

WWW Insurance Information ¹⁰	http://www.cuni.cz/UK-2045.html	http://www.hhu.de/erasmus-incomings
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	Sabrina Sandmann (outgoings): Email: outgoings-europa@hhu.de Phone: +49 (0) 221 81-10220 Ms. Monika Lent-Öztürk (Incomings): Email: exchange-students@hhu.de Phone: +49 (0) 221 81-10726
ECTS Users' Guide ¹¹	http://is.cuni.cz/studium/eng/predmety/index.php	
WWW Students and Staff with Disabilities	http://www.cuni.cz/UK-2049.html	http://www.hhu.de/erasmus-incomings
Contact details	erasmus@ruk.cuni.cz +420 224 491 310	Sabrina Sandmann (outgoings): Email: outgoings-europa@hhu.de Phone: +49 (0) 221 81-10220 Ms. Monika Lent-Öztürk (Incomings): Email: exchange-students@hhu.de Phone: +49 (0) 221 81-10726

F. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature Seal or Stamp ¹²
CZ PRAHA07	RNDr. Dagmar Chalupová, Ph.D. Faculty ERASMUS Coordinator	15.9.2017	
D DUSSELD01	Ms.Dr.Anne Gellert, Head of International Office	19.09.2017	

¹⁰ 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.

¹¹ 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.

¹² Scanned signatures, seals and stamps are accepted