



Erasmus⁺ Programme

Inter-institutional agreement 2017/18 – 2020/21

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 IN PRAGUE Faculty of Science Department of Analytical Chemistry Albertov 6 CZ-128 01 Prague 2, Czech Republic	CZ PRAHA07	RNDr. Jakub Hraníček, Ph.D. jakub.hranicek@natur.cuni.cz +420 221 951 232
UNIVERSITY OF HELSINKI DEPARTMENT OF CHEMISTRY	SF HELSINK01	<u>Departmental Coordinator:</u> Ms Nina Nilsson Email: studentexchange@helsinki.fi +358 2941 22937 <u>Institutional Coordinator:</u> Ms Mari Lauri Phone: +358 2941 22935 Email: erasmus-inst@helsinki.fi

¹ Contact 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	SF HELSINK01	442 (0531)	Chemistry	1 st , 2 nd , 3 rd	3 / 12	0 / 0
SF HELSINK01	CZ PRAHA07	442 (0531)	Chemistry	1 st , 2 nd , 3 rd	3 / 12	0 / 0

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.

SF HELSINK01: no later than 15th of January in the preceding academic year.

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA ⁴	STT ⁵
CZ PRAHA07	SF HELSINK01	442	Chemistry	2 / 16	To be confirmed
SF HELSINK01	CZ PRAHA07	442	Chemistry	2 / 16	To be confirmed

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	442 (0531)	English	Czech	B2	B2
SF HELSINK01	442 (0531)	Finnish	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
SF HELSINK01	Application dl for autumn term (Sep-Dec) or full academic year (Sep-May): 15 th of April / 15 th of May	Application dl for Spring term (Jan-May) 30 th of September / 15 th of October

- The receiving institutions will send their decisions within 6-8 weeks after deadline.
- 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 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	SF HELSINK01
WWW for Incoming Students	http://www.cuni.cz/UK-928.html	https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies https://www.helsinki.fi/en/studying/new-students/orientation-and-welcome-fair
WWW Course Catalogue	http://www.cuni.cz/UK-2047.html	https://weboodi.helsinki.fi/hy/ > Course catalogues > Faculty of Science > Department of Chemistry > Courses in English
Housing ⁸	http://www.cuni.cz/UK-2073.html	https://university.helsinki.fi/en/studying/new-students/housing
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies
WWW Visa Information ⁹	http://www.cuni.cz/UK-2045.html	https://www.helsinki.fi/en/studying/new-students/before-arrival#section-343
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies

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	https://university.helsinki.fi/en/health-insurance-and-students
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies
ECTS Users' Guide ¹¹	http://is.cuni.cz/studium/eng/premdety/index.php	https://www.helsinki.fi/en/studying/during-your-studies/information-on-studies-and-degrees#section-2332
WWW Students and Staff with Disabilities	http://www.cuni.cz/UK-2049.html	https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies
Contact details	erasmus@ruk.cuni.cz +420 224 491 310	https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies

F. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature Seal or Stamp ¹²
CZ PRAHA07	RNDr. Dagmar Chalupová, Ph.D. ERASMUS Faculty Coordinator	25.11.2016	UNIVERZITA KARLOVA PŘÍRODOVĚDECKÁ FAKULTA ERASMUS Albertov 6, 128 43 Praha 2 ICO: 00216208, DIČ: CZ00216208 UK-106
SF HELSINK01	Prof. Heikki Tenhu Head of the Department of Chemistry	25.11.16	

UNIVERSITY OF HELSINKI
Department of Chemistry

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