



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 ¹ (email, phone) | Website (eg. of the course catalogue) |
|---|--------------|---|--|
| Pavol Jozef Šafárik University in Košice | SK KOSICE02 | Institutional coordinator: Mgr. Renáta Timková, PhD. tel.: +421552341679 e-mail: zahrodd@upjs.sk , renata.timkova@upjs.sk Add.: Šrobárova 2, 04180 Košice, Slovakia; FACULTY COORDINATOR: DOC. RNDR. MARIÁN KIRBS, PhD. marian.kirbs@upjs.sk Departmental coordinator: Rastislav Varhač, PhD. Institute of Chemistry, Moyzesova 11, 040 01 Košice, Slovakia, Tel.: 00421 55 234 2365 E-mail: rastislav.varhac@upjs.sk | www.upjs.sk http://www.upjs.sk/en/university/international-relations/erasmus-plus/ https://www.upjs.sk/en/university/international-relations/course-catalogue |
| Charles University in Prague Faculty of Science | CZ PRAHA07 | Institutional coordinator: Mgr. Ivana Herglová, PhD. International office Ovocný trh 3; 116 36 Praha 1 Tel.: +420 224491710 Email: ivana.herglova@ruk.cuni.cz Faculty coordinator: RNDr. Dagmar Chalupová, PhD. Albertov 6, 128 43 Praha 2 erasmus@natur.cuni.cz tel.: +420 221 951 165 Department coordinator: Doc. RNDr. David Havlíček, CSc. Hlavova 8, 128 40 Praha 2 havlicek@natur.cuni.cz tel.: +420 221 951 255 | http://www.natur.cuni.cz/ |

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

B. Mobility numbers² per 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 st , 2 nd or 3 rd] * | Number of student mobility periods | |
|--|--|---|---------------------------|---|--|--|
| | | | | | Student Mobility for Studies [total number of months of the study periods or average duration*] | Student Mobility for Traineeships * |
| SK KOSICE02 | CZ PRAHA07 | 442 | Chemistry | 1 st , 2 nd , 3 rd | 2 x 5 months (= total 10) | 5 months |
| CZ PRAHA07 | SK KOSICE02 | 442 | Chemistry | 1 st , 2 nd , 3 rd | 2 x 5 months (= total 10) | 5 months |

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

| 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 * |
| SK KOSICE02 | CZ PRAHA07 | 442 | Chemistry | 1 x 5 days | No/only by individual agreement |
| CZ PRAHA07 | SK KOSICE02 | 442 | Chemistry | 1 x 5 days | No/only by individual agreement |

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 instituti on [Erasmus code] | Optional: Subject area | Language of instructio n 1 | Language of instructio n 2 | Recommended language of instruction level ³ | |
|---|------------------------------|-------------------------------------|-------------------------------------|---|--|
| | | | | Student Mobility for Studies Minimum recommended level: B1 | Staff Mobility for Teaching Minimum recommended level: B2 |
| SK KOSICE | | English | Slovak | English B1, Slovak B2 | English B2, Slovak B2 |

² 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>

³For 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>

| | | | | | |
|---------|--|---------|-------|----------------------|----------------------|
| 02 | | | | | |
| CZ | | English | Czech | English B1, Czech B2 | English B2, Czech B2 |
| PRAHA07 | | | | | |

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

SK KOSICE02 offers assistance to welcome students and staff with disabilities. However, the International Relations Office must be informed about it during the application procedure.

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|--|---|
| SK KOSICE 02 | Nomination: 15th May Application: 15th June | Nomination: 15th November Application: 30th November |
| CZ PRAHA07 | Nomination: 15th May Application: 15th June | Nomination: 15th November Application: 30th November |

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

- The receiving institution will send its decision within [4] weeks.
- 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
- Termination of the agreement
[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "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

SK KOSICE02 grading system is described at:

<http://www.upjs.sk/public/media/2062/study-rules-at-upjs.pdf> (in Art. 13, paragraph 5)

CZ PRAHA07:

<http://www.cuni.cz/UK-5256.html> (Čl. 6, odstavec 16)

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 |
|-------------------------------|---|---|
| SK KOSICE 02 | zahrodd@upjs.sk tel. +421552341159 | http://www.upjs.sk/en/university/international-relations/erasmus-plus/application-procedure-for-erasmus-plus-incoming-students |
| CZ PRAHA07 | erasmus@ruk.cuni.cz tel.: +420224491710 | https://www.cuni.cz/UK-2045.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 |
|-------------------------------|---|---|
| SK KOSICE02 | zahrodd@upjs.sk tel.: +421552341159 | http://www.upjs.sk/en/university/international-relations/erasmus-plus/application-procedure-for-erasmus-plus-incoming-students |
| CZ PRAHA07 | erasmus@ruk.cuni.cz tel.: +420224491710 | https://www.cuni.cz/UK-2045.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 |
|-------------------------------|---|---|
| SK KOSICE02 | zahrodd@upjs.sk tel.: +421552341159 | http://www.upjs.sk/en/university/international-relations/erasmus-plus/application-procedure-for-erasmus-plus-incoming-students |
| CZ PRAHA07 | erasmus@ruk.cuni.cz tel.: +420224491710 | https://www.cuni.cz/UK-2073.html |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁴ |
|-------------------------------|--|------------|--|
| SK KOSICE02 | Mgr. Renáta Timková, PhD. Institutional Erasmus coordinator | 02.10.2017 | Univerzita Pavla Jozefa Šafárika v Košiciach Šrobárova 2, 040 80 Košice |
| CZ PRAHA07 | RNDr. Dagmar Chalupová, PhD. Faculty Erasmus coordinator | 2.10.2017 | CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertyho 6, 128 43 Praha 2 IČO: 00216208, DIČ: CZ00216208 UK - 107 |

⁴Scanned signatures are accepted