

Between	Universiteit Gent Erasmus Code: B GENT01 - ECHE Nr. : _____
Institutional coordinator	Mrs. Geneviève Cochez
Administrative contact	Mrs. Greet Naessens, Administrative contact person International Relations Office Sint-Pietersnieuwstraat 25, 9000 Gent Phone: +32 9 264 70 34, Fax: +32 9 264 31 31 Email: erasmusagreements@UGent.be
and	Univerzita Karlova v Praze Erasmus Code: CZ PRAHA07 - ECHE Nr. : _____
Institutional coordinator	Dr. Dagmar Chalupova, Erasmus contact person
Administrative contact	

The institutions named above 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.

Mobility numbers: Staff mobility for teaching

Subject area	Direction	Number	Weeks (total)	Departmental Coordinators
				B GENT01 / CZ PRAHA07
443 - Earth science	BE > CZ	1	1	Prof. Jan Nyssen / Dr. Jiri Vagner
443 - Earth science	CZ > BE	1	1	Prof. Jan Nyssen / Dr. Jiri Vagner

The partners commit to amend the table above in case of changes in the mobility data by no later than the end of January in the preceding academic year.

Contact details of departmental coordinators

Field	SMS	SMP	STA	Departmental coordinator - B GENT01	Departmental coordinator - CZ PRAHA07
443			X	Prof. Jan Nyssen Vakgroep Geografie Krijgslaan 281 S8, 9000 Gent Phone: +32 9 264 46 23, Fax: +32 9 264 49 85 Email: Jan.Nyssen@UGent.be	Dr. Jiri Vagner, Departmental contact person Phone: +420 221 951 397, Fax: +420 224 920 657 Email: vagner@natur.cuni.cz

Further requirements and information for each institution are included in Annex 1 and Annex 2 to this Agreement ("Institutional fact sheets"). These annexes are an integral part of this Agreement. Both institutions agree to send an update of the institutional information to the other party if significant changes occur.

This Agreement is valid for the duration indicated above and may be updated or terminated by mutual agreement. In the event of unilateral termination, a notice of at least one academic year should be given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Signatures of the legal representatives/heads of institutions of both institutions

Universiteit Gent
Name and position of the official representative:
Mrs. Geneviève Cochez

Date: 19/11/2013

Signature and stamp:




Univerzita Karlova v Praze
Name and position of the official representative:
Dr. Dagmar Chalupova
Erasmus contact person

Date: 24.11.2013

Signature and stamp:



CHARLES UNIVERSITY in Prague
Faculty of Science
LLP ERASMUS
Albertov 6, 128 43 Prague 2
UK-138

Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	Charles University in Prague
Erasmus Code	CZ PRAHA 07
EUC	50334-IC-1-2007-1-CZ-ERASMUS-EUCX-1
Institution website	http://www.cuni.cz/UKEN-1.html
Online course catalogue	http://www.cuni.cz/UK-2047.html

1.2. Main contacts

Contact person	Mgr. Michal Maršálek
Responsibility	Institutional Erasmus Coordinator
Contact details	michal.marsalek@ruk.cuni.cz , erasmus@ruk.cuni.cz

Contact person	RNDr. Dagmar Chalupová, Ph.D.
Responsibility	Faculty Erasmus Coordinator – Faculty of Science
Contact details	erasmus@natur.cuni.cz

Contact person	RNDr. Jiří Vágner, Ph.D.
Responsibility	Departmental Erasmus Coordinator – Department of Social Geography and Regional Development
Contact details	jiri.vagner@natur.cuni.cz

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	443 – Earth Science	English	[Minimum recommended level: B2]
Staff Mobility for Teaching	443 – Earth Science	English	[Minimum recommended level: B2]

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction recommendations, please refer to our course catalogue.

2.2. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether your institution has the infrastructure to welcome students and staff with disabilities.]

2.3. Calendar

2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	June, 15th
Spring term	October 31st

2.3.2. Decision Response

We will send our decision within 4 - 6 weeks.

2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 2 - 5 weeks after the assessment period has finished at our institution. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]

2.3.4. Termination of 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."]

3. Additional information

3.1. Grading system

[It is recommended that each institution provides 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.]

Czech Grade	ECTS Grade
1 - Excellent (excellent performance)	A
2 - Very Good (above the average standard but with some errors)	B
3 - Good (generally sound work with a number of notable errors)	D
4 - Fail (unsatisfactory performance)	F
Pass (student achievements in some subjects are graded only as "pass", where student has obtained a satisfactory level)	Pass

(5) ECTS grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

3.2. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

Contact person	
Responsibility	
Contact details	erasmus@ruk.cuni.cz +420 224 491 710
Website	http://www.cuni.cz/UK-2045.html

3.3. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact person	
Responsibility	
Contact details	erasmus@ruk.cuni.cz +420 224 491 710
Website	http://www.cuni.cz/UK-2045.html

3.4. Housing

Our institution will guide incoming student/staff 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:

Contact person	
Responsibility	
Contact details	erasmus@ruk.cuni.cz +420 224 491 710
Website	http://www.cuni.cz/UK-2073.html