

Erasmus+ Programme

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

Inter-institutional agreement 2015-2021 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)
Humboldt-Universität zu Berlin Department of Geography	D BERLIN 13	<u>Faculty Coordinator</u> Dr. Nadine Weber Rudower Chaussee 25 12489 Berlin Tel: +0049 2093 8045 Mail: nadine.weber@hu-berlin.de <u>Department Coordinator</u> Prof. Péter Bagoly-Simó Rudower Chaussee 16 12489 Berlin Tel: +0049 2093 6871 Mail: peter.bagoly-simo@geo.hu-berlin.de	https://www.geographie.hu-berlin.de/
Charles University in Prague Faculty of Science Department of Physical Geography and Geoecology	CZ PRAHA 07	<u>Faculty Coordinator and Departmental Coordinator</u> Dr. Dagmar Chalupová Albertov 6 128 43 Tel: +420 22195 1367 Tel: +420 22195 Email: Erasmus@natur.cuni.cz Email: dagmar.chalupova@natur.cuni.cz	http://www.cuni.cz/UK-2047.html http://www.cuni.cz/UK-928.html

B. Mobility numbers 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.

Student Mobility (SMS)

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	Student mobility for traineeships
D Berlin 13	CZ PRAHA 07	0532	Geography	1 st , 2 nd , 3 rd	2 x 10 months	2 x 5 months
CZ PRAHA 07	D BERLIN 13	0532	Geography	1 st , 2 nd , 3 rd	2 x 10 months	2 x 5 months (will be confirmed individually)

Staff Mobility

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA ¹	STT ²
D Berlin 13	CZ PRAHA 07	0532	Geography	2/16	0/0
CZ PRAHA 07	D BERLIN 13	0532	Geography	2/16	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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching

¹ Staff Mobility for Teaching

² Staff Mobility for Training

D Berlin 13	0532	German	Some courses in English	B2	B2
CZ PRAHA 07	0532	English	Czech	B2	B2

D. 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 the institutions have the infrastructure to welcome students and staff with disabilities.]

E. Calendar

1. Academic Calendar:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
D BERLIN 13	October 1 st – March 31 st	October 1 st – November 30 th
CZ PRAHA 07	October 1 st – February 15 th	February 15 th – September 30 th

2. Applications on nominated students must reach the receiving institution by:

Receiving institution	Autumn term	Summer term
D BERLIN13	Nomination: 01.04.-31.05. Application: April 1 st -May 31	Nomination: 01.10.-30.11 Application: Oct. 1 st -Nov 30
CZ PRAHA 07	Application: June 15 th	Application: October 31 st

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

[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

Description of the institutional grading system:

Charles University in Prague awards grades according to the Czech Grading Scale for

Institutions of Higher Education which consists of 4-point scale.

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

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

D Berlin 13

Symbol	Description	General, qualitative description of valuation criteria
A	Excellent	An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high degree of independent thinking.

B	Very good	A very good performance. The candidate demonstrates sound judgement and a very good degree of independent thinking.
C	Good	A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.
D	Satisfactory	A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.
E	Sufficient	A performance that meets the minimum criteria, but no more. The candidate demonstrates a very limited degree of judgement and independent thinking.
F	Fail	A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

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
D BERLIN 13	erasmus@uv.hu-berlin.de	https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser
CZ PRAHA 07	erasmus@ruk.cuni.cz +420 224 491 710	http://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
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D BERLIN 13		https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser
CZ PRAHA 07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2045.html


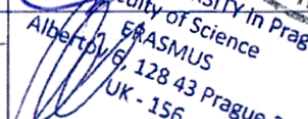
4. Housing

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
D BERLIN 13	wohnen@hu-berlin.de +49 30 2093 46721	https://www.international.hu-berlin.de/en/studierende/aus-dem-ausland/wegweiser
CZ PRAHA 07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2073.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
D BERLIN 13	Dr. Dietmar Buchmann Institutional Erasmus Coordinator	24. Juli 2015	
CZ PRAHA 07	Dr. Dagmar Chalupová Faculty Erasmus Coordinator	23.7.2015	



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