



Erasmus⁺ Programme

Inter-institutional agreement 2014-2021

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 Physical Geography	CZ PRAHA07	RNDr. Dagmar Chalupová, Ph.D. dagmar.chalupova@natur.cuni.cz +420 22195 1367 RNDr. Milada Matoušková, Ph.D. milada.matouskova@natur.cuni.cz +420 22195 1412
JOHANNES GUTENBERG-UNIVERSITÄT MAINZ Faculty of Chemistry, Pharmacy & Geo Sciences Department of Geography	D MAINZ 01	Dr. Birgit Weiss, ERASMUS Institutional Coordinator International Office 55099 Mainz, Germany E-mail: erasmus@international.uni-mainz.de Tel.: +49-6131-39 22902 Dr. Stephanie Grim, Departmental Coordinator Tel.: +49 6131 39-24874 Email: s.grim@geo.uni-mainz.de

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 PRAHA 07	D MAINZ 01	443	Geography	1 st , 2 nd , 3 rd	4/24	0/0
D MAINZ 01	CZ PRAHA 07	443	Geography	1 st , 2 nd , 3 rd	4/24	0/0

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

² Student Mobility for Studies

³ Student Mobility for Traineeship

FROM	TO	Subject area	Subject area name	Total Number of staff mobility/Total number of days	
		ISCED	ISCED	STA ⁴	STT ⁵
CZ PRAHA 07	D MAINZ 01	443	Geography	2/10	0/0
D MAINZ 01	CZ PRAHA 07	443	Geography	2/10	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	
	ISCED			Student Mobility for Studies	Staff Mobility for Teaching
CZ PRAHA07		English	Czech	B2	B2
D MAINZ 01		German	see annex	see annex	see annex

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 MAINZ 01	see annex	see annex

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.

⁴ Staff Mobility for Teaching

⁵ Staff Mobility for Training


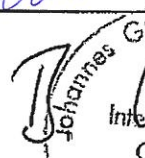
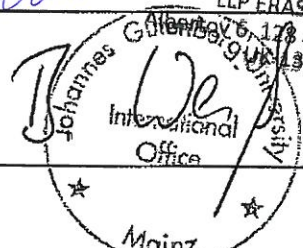
⁶ To be adapted in case of a trimester system.

⁷ To be adapted in case of a trimester system.

E. Information

CZ PRAHA07		D MAINZ 01
WWW for Incoming Students	http://www.cuni.cz/UK-928.html	see annex
WWW Course Catalogue	http://www.cuni.cz/UK-2047.html	see annex
Housing ⁸	http://www.cuni.cz/UK-2073.html	see annex
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	see annex
WWW Visa Information ⁹	http://www.cuni.cz/UK-2045.html	see annex
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	see annex
WWW Insurance Information ¹⁰	http://www.cuni.cz/UK-2045.html	see annex
Contact details	erasmus@ruk.cuni.cz +420 224 491 710	see annex
ECTS Users' Guide ¹¹	http://is.cuni.cz/studium/eng/predmety/index.php	see annex
WWW Students and Staff with Disabilities	http://www.cuni.cz/UK-2049.html	see annex
Contact details	erasmus@ruk.cuni.cz +420 224 491 310	see annex

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	<i>19.11.2013</i>	 CHARLES UNIVERSITY in Prague Faculty of Science LLP ERASMUS Coordinator
D MAINZ 01	Dr. Birgit Weiss, Erasmus Institutional Coordinator	14.11.2013	  Johannes Gutenberg University Erasmus Office Mainz

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.

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

Annex to Erasmus+ Inter-Institutional Agreement

Institutional Factsheet

Johannes Gutenberg-Universität Mainz, Campus Mainz

1. Institutional Information

1.1. Institutional details

Name of the institution	Johannes Gutenberg-Universität Mainz
Erasmus Code	D MAINZ 01
EUC	Nr. 29716
Institution website	http://www.uni-mainz.de
Online course catalogue	https://jogustine.uni-mainz.de

1.2. Main contacts

Contact person	Ms Dr. Birgit Weiss
Responsibility	Central management of the ERASMUS+ programme Teaching Staff Mobility, Staff Mobility, Bilateral Agreements
Contact details	Phone: +49613139 22902 Fax: +49 6131 39 27018 Email: erasmus@international.uni-mainz.de

Contact person	Ms Lenka Tucek
Responsibility	Contact person for outgoing students
Contact details	Phone: +49613139 20039 Fax: +49 6131 39 27018 Email: erasmus@international.uni-mainz.de

Contact person	Ms Silke Jennerich
Responsibility	Contact person for incoming students
Contact details	Phone: +49613139 26288 Fax: +49 6131 39 27018 Email: erasmus@international.uni-mainz.de

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	Any	German	B1
Staff Mobility for Teaching	Any	German / English	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

JGU's Student Disabilities' Service offer assistance to help disabled students to complete their exchange period under the best possible conditions.

2.3. Calendar

2.3.1. Nomination Deadlines

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

Winter term	July 15
Summer term	January 15

2.3.2. Decision Response

We will send our decision within 5 weeks.

2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at our institution.

2.3.4. Termination of Agreement

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

Currently not available

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	Ms Marta Marciniak-Gorski
Responsibility	Visa assistance for incoming students/staff
Contact details	Phone: +49 6131 3921225 Fax: +49 6131 3925548 - Email: service@international.uni-mainz.de
Website	http://www.international.uni-mainz.de/

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.

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	N.N.
Responsibility	Contact person for incoming students/staff
Contact details	erasmus@international.uni-mainz.de
Website	http://www.uni-mainz.de/studium/333_DEU_HTML.php

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	Ms Petra Volanakis
Responsibility	Housing arrangements
Contact details	international@studierendenwerk-mainz.de
Website	http://sis-mainz.de/