



Erasmus+ Programme Bilateral Inter-Institutional Agreement

Key Action 1

Learning Mobility for Higher Education Students and Staff among EU Member States and third countries associated to the Programme ¹

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Validity period of the agreement

Timeframe	Academic Year
Start of validity	[2022/2023]
End of validity	[2028/2029]

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
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¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>University of Tartu</p> <p>Academic unit: Department of Geography</p>	<p>EE TARTU02</p>	<p>Erasmus Departmental Coordinator:</p> <p>Anniki Puura, anniki.puura@ut.ee</p> <p>Institutional Coordinators:</p> <p>Study Abroad Centre Jaanika Haljasmäe erasmus@ut.ee, +3727375151; Liina Käärst - SMS outgoings liina.kaarst@ut.ee Annika Kalda - SMS incomings +3727376085, erasmusin@ut.ee Piret Saluveer, Liina Käärst - SMP outgoings/incomings +3727376019, erasmusraineeship@ut.ee Karoliina Vilimaa-Pennarun - ST incomings karoliina.v.pennarun@ut.ee, +372737 6164 Anneli Miljan - ST outgoings +372737 5192, anneli.miljan@ut.ee</p>	<p>General: https://www.ut.ee/en/prospective-students/exchange-students</p>
<p>Charles University in Prague</p> <p>Academic unit : Faculty of Science</p> <p>Department of Social Geography and Regional Development</p>	<p>CZ PRAHA07</p>	<p>Erasmus+ Institutional coordinator:</p> <p>Mgr. Ester Brožová Rectorate, European Office, erasmus@ruk.cuni.cz</p> <p>Faculty level: Erasmus Office, erasmus@natur.cuni.cz</p> <p>Departmental coordinator: RNDr. Vágnér Jiří, Ph.D. jiri.vagner@natur.cuni.cz</p>	<p>General: https://cuni.cz/</p> <p>Faculty/faculties: https://www.natur.cuni.cz/eng/study/erasmus/courses</p> <p>Course catalogue: https://cuni.cz/UKE-N-364.html</p>

B. Mobility numbers³ per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
EE TARTU02	CZ PRAHA07	0532	Earth sciences		1 st , 2 nd , 3 rd	4	20		
CZ PRAHA07	EE TARTU02	0532	Earth sciences		1 st , 2 nd , 3 rd	4	20		

☐ Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional) [ISCED]	Subject area name (optional)	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional) [total number of staff]	Staff Mobility for Training (optional) [total number of days]
EE TARTU02	CZ PRAHA07	0532	Earth sciences	2	10		
CZ PRAHA07	EE TARTU02	0532	Earth sciences	2	10		

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>)

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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
EE TARTU02		English		English B2	English B2
CZ PRAHA07		English		English B2	English B2

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
EE TARTU02	31 March	15 October
CZ PRAHA07	15 th June (visa students: 31 st May)	31 st October (visa students: 15 th October)

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
EE TARTU02	15 April	1 November

⁴ For 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>

CZ PRAHA07	15 th June (visa students: 31 st May)	31 st October (visa students: 15 th October)
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Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
EE TARTU02	erasmusin@ut.ee, +3727376085	https://www.ut.ee/en/prospective-students/exchange-students
CZ PRAHA07	Central level: Rectorate, European Office, erasmus@ruk.cuni.cz Faculty level: Erasmus Office, erasmus@natur.cuni.cz	https://cuni.cz/UKEN-362.html

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
EE TARTU02	<u>Incoming students are required:</u> -to complete at least 15 ECTS per semester , except PhD and trainees. -to take at least some courses from the study field fixed in the particular agreement.	Nominations and application in SoleMOVE On-line application; Required documents: 1.(Online) Learning Agreement; 2. Transcript of Records (in English); 3.Copy of ID document/passport. Nominated student must have English language skills at B2 level according to CEFR. Proof of	https://www.ut.ee/en/prospective-students/exchange-students

		English language skills is not necessary. By nominating students, partner institution assures that the language requirement is met.	
CZ PRAHA07		Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code) EQF level	https://cuni.cz/UKEN-362.html

The receiving institution will send its decision within 5 weeks.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
EE TARTU02	- Hearing impairments - Visual impairments		noustamiskeskus@ut.ee	http://www.ut.ee/en/studies/practical/students-with-special-needs
CZ PRAHA07	e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.		Charles University, European Office, erasmus@ruk.cuni.cz	https://cuni.cz/UKEN-370.html

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
EE TARTU02	Students with special needs requiring adjustments for attending classes (based on medical proof); Support students' network.		noustamiskeskus@ut.ee	http://www.ut.ee/en/studies/practical/students-with-special-needs
CZ PRAHA07	e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.		Charles University, European Office, erasmus@ruk.cuni.cz	https://cuni.cz/UKEN-370.html

F. Information

1. 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
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EE TARTU02	https://www.studenthostel.ee/residence-hall	http://www.ut.ee/en/welcome/housing
CZ PRAHA07	Charles University, European Office, erasmus@ruk.cuni.cz	https://cuni.cz/UKEN-365.html

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
EE TARTU02	studentvisasupport@ut.ee	https://www.ut.ee/en/welcome/eunon-eu-visas-and-residency
CZ PRAHA07	Charles University, European Office, erasmus@ruk.cuni.cz	https://cuni.cz/UKEN-366.html

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
EE TARTU02	studentvisasupport@ut.ee	http://www.ut.ee/en/welcome/health-insurance-0
CZ PRAHA07	Charles University, European Office, erasmus@ruk.cuni.cz	https://cuni.cz/UKEN-366.html

4. Additional information

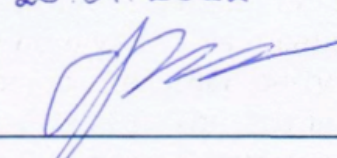
Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
EE TARTU02	https://www.ut.ee/en/courses-taught-english		
CZ PRAHA07			

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 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 2023 will only take effect as of 1 September 2023+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."]

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
EE TARTU02	Anniki Puura Erasmus Departmental Coordinator		20.01.2022 
CZ PRAHA07	RNDr. Aleš Soukup, Ph.D. Vice-dean for Development and Foreign Relations		RNDr. Aleš Soukup, Ph.D. Digitálně podepsal RNDr. Aleš Soukup, Ph.D. Datum: 2022.01.10 18:09:14 +01'00'

⁵ Scanned signatures are accepted