



Erasmus+ Programme

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

Inter-institutional agreement 2018/2019 - 2020/2021 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)
University of Helsinki Faculty of Science	SF HELSINK01	Contact person of this agreement: Faculty Coordinator Janna Koivisto studentexchange@helsinki.fi +358 2941 57156 Erasmus Institutional Coordinator: Ms Mari Lauri studentexchange@helsinki.fi +358 2941 22935	https://www.helsinki.fi/en https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies
Charles University in Prague Faculty of Science Department of Physical	CZ PHAHA 07	Mgr. Ivana Herglová, Ph.D. Institutional University Erasmus Coordinator Tel: +420 224 491 710 Email:	https://www.cuni.cz/UKEN-145.html

Geography and Geoecology Albertov 6, 128 43 Prague		ivana.herglova@ruk.cuni.cz RNDr. Dagmar Chalupová, Ph.D. Faculty and Departmental Erasmus Coordinator- Email: dagmar.chalupova@natur.cuni.cz erasmus@natur.cuni.cz Tel: +420 22195 1166 Tel: +420 22195 1589	https://www.natur.cuni.cz/eng/study/erasmus https://www.natur.cuni.cz/eng/study/erasmus/courses/
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B. Mobility numbers per academic year

The partners commit to amend the tables below in case of changes in the mobility data by:
 SF HELSINK01: no later than 15th 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 2013]	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 Number of students / total months	
SF HELSINK01	CZ PHAHA 07	0532 (443)	Geography (Earth Sciences)	1 st , 2 nd , 3 rd	2 x 5 months	-----
CZ PHAHA 07	SF HELSINK01	0532 (443)	Geography (Earth Sciences)	1 st , 2 nd , 3 rd	2 x 5 months	

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED 2013]	Subject area name	Number of staff mobility periods Staff Mobility for Teaching Staff Mobility for Training Number of staff / total days	
SF HELSINK01	CZ PHAHA 07	0532 (443)	Geography (Earth Sciences)	1/7	----

CZ PHAHA 07	SF HELSINK01	0532 (443)	Geography (Earth Sciences)	1/7	
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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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SF HELSINK01		Finnish, Swedish	English	CEFR: B2	CEFR: B2
CZ PRAHA 07		Czech	English	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

SF HELSINK01:

<https://guide.student.helsinki.fi/en/article/orientation-tutoring-and-welcome-fair>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SF HELSINK01 Nomination	Nomination not compulsory, but recommended by two weeks before the end of each application period. Instructions: https://www.helsinki.fi/en/university/strategy-and-management/international-university/mobility-partners#section-2431	
Application DL	Application dl for autumn term (Sep-Dec) or full academic year (Sep-May): 15 th of April (Non-EU residents) / 15 th of May (EU and EEA-	Application dl for spring term (Jan-May): 30 th of

	residents)	September (Non-EU residents) / 15 th of October (EU and EEA-residents)
How to apply	Application instructions: https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies	
Academic Year (Courses Period)	https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies#section-862	
CZ PRAHA 07	nomination and application: June 15th	nomination and application: October 31st

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

- The receiving Institution will send its decision within [6] weeks.
- 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: 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. 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

SF HELSINK01: <https://guide.student.helsinki.fi/en/article/grades-and-assessment>

CZ PRAHA 07 grading system is described at: <https://www.cuni.cz/UKEN-361.html>

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
SF HELSINK01		https://guide.student.helsinki.fi/en/article/residence-permit
CZ PRAHA	erasmus@ruk.cuni.cz	http://www.cuni.cz/UK-2045.html

07	+420 224 491 710	
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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
SF HELSINK01		https://guide.student.helsinki.fi/en/article/health-insurance
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
SF HELSINK01		https://www.helsinki.fi/en/studying/new-students/housing
CZ PRAHA 07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2073.html

5. Special arrangements to support studies

<https://guide.student.helsinki.fi/en/article/special-arrangements-support-studies>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
SF HELSINK01	Professor Paula Eerola, Dean, Faculty of Science	12.1. 2014	
CZ PRAHA 07	RNDr. Dagmar Chalupová, Ph.D. Faculty Erasmus Coordinator	21.12.2012	 CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertov 6, 128 43 Praha 2 IČO: 00216208, DIČ: CZ00216208 UK - 107



¹ Scanned signatures are accepted