



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018-2021 between programme countries

Minimum requirements

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 ² (email, phone)	Website (eg. of the course catalogue)
University of Zadar Department of Geography	HR ZADAR01	Erasmus Institutional Coordinator: Maja Kolega, Head of the International Relations Office, University of Zadar Mihovila Pavlinovića 1, 23 000 Zadar (Croatia) Phone: +385 23 200 642 Fax: +385 23 316 882 E-mail: mkolega@unizd.hr Departmental Coordinators: http://www.unizd.hr/eng/international-relations/student-	International Relations Office: http://www.unizd.hr/InternationalRelations/InternationalRelationsOffice/tabid/5277/language/en-US/Default.aspx Course Catalogue: http://www.unizd.hr/InternationalRelations/Studentmobility/CourseCatalogue/tabid/5381/language/en-US/Default.aspx International Student Guide: http://www.unizd.hr/Portals/0/

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

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

		mobility/erasmus-coordinators-at-departments	ms/md/en/Guide_2017_2018_web.pdf?ver=2017-08-29-133529-987 Departmental Pages: http://www.unizd.hr/eng/international-relations/student-mobility/course-catalogue/course-catalogue-by-departments
Charles University	CZ PRAHA07	Tomas Kucera Dept. Erasmus Co-ordinator kucera@natur.cuni.cz +420 602 635 223 Dagmar Chalupova Institutional Coordinator dagmar.chalupova@natur.cuni.cz +420 221 951 589	https://www.natur.cuni.cz/geography/departments-of-demography-and-geodemography/studium/erasmus-1/erasmus-en https://www.natur.cuni.cz/eng/study/erasmus?set_language=en

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.

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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
HR ZADAR01	CZ PRAHA07	310	Social and behavioral sciences (broad programmes) GEODEMOGRAPHY	1 st , 2 nd	2 X 5 months [= 10 total]	1 X 6 months
CZ PRAHA07	HR ZADAR01	310	Social and behavioral sciences (broad programmes) GEODEMOGRAPHY	1 st , 2 nd	2 X 5 months [= 10 total]	Only by individual agreement

*[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]*

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods Staff Mobility for Teaching Staff Mobility for Training * [total number of days of teaching periods or average duration *]	
HR ZADAR01	CZ PRAHA07	310	Social and behavioral sciences (broad programmes) GEODEMOGRAPHY	14	Only by individual agreement
CZ PRAHA07	HR ZADAR01	310	Social and behavioral sciences (broad programmes) GEODEMOGRAPHY	14	Only by individual agreement

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 ³ Student Mobility for Studies [Minimum recommended level: B1] Staff Mobility for Teaching [Minimum recommended level: B2]	
HR ZADAR01		Croatian	English/Other language of instruction	B2: English/ Other language of instruction	B2 – C1: English/ Other language of instruction
CZ PRAHA07		English, Czech, Slovak	Czech/ English	B2 equivalent B2 equivalent	B2 equivalent B2 equivalent

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

HR ZADAR01:

For all about the language requirements please visit the web page:

<http://www.unizd.hr/eng/international-relations/student-mobility/language-requirements>

³ 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>

D. Additional requirements

HR ZADAR01:

Staff Mobility for Training and for Teaching: the University of Zadar welcomes applications from foreign Staff for a training/teaching period; however it is at the discretion of the department concerned whether or not to accept a staff visitor.

The training period cannot be scheduled during the summer break (during July and August). The teaching period cannot be scheduled during the summer break and exam periods (during June, July, August, September and February). For more information please visit the web page: <http://www.unizd.hr/eng/international-relations/staff-mobility>

Student Mobility for Traineeships: for all the requirements please visit the web page: <http://www.unizd.hr/eng/international-relations/student-mobility/erasmus-plus-internship-at-university-of-zadar>

Student Mobility for Studies: for all the requirements please visit the web page: <http://www.unizd.hr/eng/international-relations/student-mobility/admission-procedure>

Students with disabilities:

Although University of Zadar has infrastructure to host students and staff with disabilities (accommodation, classroom access, etc.), depending on the nature of the disability, we strongly advise to provide as much information ahead of time in order to inform the student/staff of the feasibility of the mobility. For more information contact: savjetovaliste@unizd.hr or visit the web page: <http://www.unizd.hr/studentisinvaliditetom/english>

CZ PRAHA07:

<https://www.natur.cuni.cz/eng/study/erasmus?searchterm=erasmus>

E. Calendar

1. Applications/information on nominated **students** must reach the receiving institution by (the link to on-line nomination form will be sent in January for the nominations for the next academic year):

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR ZADAR01	Nomination deadline: 15 th April Application deadline: 15 th May	Nomination deadline: 15 th October Application deadline: 15 th November
CZ PRAHA07	15 June	31 October

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

2. The receiving institution will send its decision within 4 weeks.
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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. The partner institutions may modify this Agreement. The modifications will be made in a written form, in a document that will be signed by both partner institutions.

In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. 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. Students selected prior the date of notification must be admitted by the receiving institution. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Academic calendar:

HR ZADAR01:

http://www.unizd.hr/Portals/0/ms/md/en/Academic_calendar_2018_2019.pdf

CZ PRAHA07:

<https://www.natur.cuni.cz/fakulta/studium/harmonogram-kalendar-studia>

F. Information

1. Grading systems of the institutions

HR ZADAR01:

http://www.unizd.hr/Portals/0/ms/md/en/PO_EXPLANATION_OF_GRADING_SYSTEM.pdf

UNIZD grading scale	ECTS grading scale	
Izvrstan (5)	A	EXCELLENT
Vrlo dobar (4)	B	VERY GOOD
Dobar (3)	C	GOOD
Dovoljan (2)	D / E	SATISFACTORY / SUFFICIENT
Nedovoljan (1)	F / FX	FAIL

* UNIZD Transcript of Records includes an explanation of the institutional grading system with respect to the ECTS grading system.

The minimum passing grade is 2 (pass, sufficient).

CZ PRAHA07: See <http://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
HR ZADAR01	E-mail: iro_unizd@un	http://www.unizd.hr/eng/international-relations/student-

	izd.hr Tel. +385(0)23 200 642	mobility/practical-information
CZ PRAHA07	http://www.cuni.cz/UKEN-199.html +420 224 491 675	http://www.cuni.cz/UKEN-199.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
HR ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/practical-information
CZ PRAHA07	http://www.cuni.cz/UKEN-145.html erasmus@ruk.cuni.cz +420-224 491 675	http://www.cuni.cz/UK-2045.html

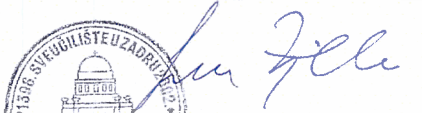

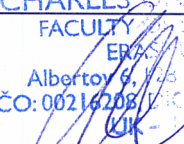
4. Housing

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
HR ZADAR01	E-mail: iro_unizd@unizd.hr Tel. +385(0)23 200 642	http://www.unizd.hr/eng/international-relations/student-mobility/accommodation
CZ PRAHA07	erasmus@ruk.cuni.cz	http://www.cuni.cz/UKEN-365.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
HR ZADAR01	Associate Professor Slaven Zjalić, PhD Vice Rector for Inter-institutional Cooperation and Transfer of Technologies	03/12/2018	  CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertov 6, 128 00 Praha 2 IČO: 00216208 / IČO: 2200216208 CJIK - 117
CZ PRAHA07	RNDr. Dagmar Chalupová, Ph.D. Institutional Coordinator	5/14/2018	 CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertov 6, 128 00 Praha 2 IČO: 00216208 / IČO: 2200216208 CJIK - 117

KLASA: 605-01/18-02/112
URBROJ: 2198-1-79-03/18-04

⁴ Scanned signatures are accepted