



# Erasmus+ Programme

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

### Inter-institutional agreement 2017-2021 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	Erasmus code	Contact details <sup>1</sup>	Website
Charles University Prague	CZ PRAHA07	Tomas Kucera Dept. Erasmus Co-ordinator <a href="mailto:kucera@natur.cuni.cz">kucera@natur.cuni.cz</a> +420 602 635 223  Dagmar Chalupova Institutional Coordinator <a href="mailto:dagmar.chalupova@natur.cuni.cz">dagmar.chalupova@natur.cuni.cz</a> +420 221 951 589	<a href="https://www.natur.cuni.cz/geography/department-of-demography-and-geodemography/studium/erasmus-1/erasmus-en">https://www.natur.cuni.cz/geography/department-of-demography-and-geodemography/studium/erasmus-1/erasmus-en</a>  <a href="https://www.natur.cuni.cz/eng/study/erasmus?set_language=en">https://www.natur.cuni.cz/eng/study/erasmus?set_language=en</a>
University of Malta	MT MALTA01	Ms Stefania Agius Fabri, Director, International & EU Office.  International & EU Office, Room 105, Administration Building, University of Malta, Msida, Malta  Tel: 00356 2340 3416/2804 E-mail: <a href="mailto:erasmus@um.edu.mt">erasmus@um.edu.mt</a> <a href="mailto:stefania.agius-">stefania.agius-</a>	<a href="http://www.um.edu.mt/int-eu/erasmusplus">http://www.um.edu.mt/int-eu/erasmusplus</a>

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

## B. Mobility numbers<sup>2</sup> 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.

FROM	TO	Subject area code * [ISCED]	Subject area name *	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
CZ PRAHA07	MT MALTA01	76	Social Services (Social Gerontology)	2nd	3*5=15	0
MT MALTA01	CZ PRAHA07	31	Social and Behavioral Sciences (Demography)	2nd	3*5=15	0

FROM	TO	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
CZ PRAHA07	MT MALTA01	31	Social and Behavioral Sciences (Demography)	2*12	1*15
MT MALTA01	CZ PRAHA07	76	Social Services (Social Gerontology)	2*12	1*15

<sup>2</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

## 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 **required** 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 <sup>3</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ PRAHA 07		English		B2 equivalent	B2 equivalent
		Czech		B2 equivalent	B2 equivalent
MT MALTA01		English		B2	B2

Any changes in the requirements will be communicated to the partner before the application deadline by email.

## D. Additional requirements

**CZ PRAHA07:** See <http://www.cuni.cz/UKEN-145.html>

**MT MALTA01:**

1. Erasmus coordinators are requested to submit the students' nomination by the stipulated dates. For further information regarding deadlines, kindly visit the following link: <http://www.um.edu.mt/int-eu/erasmusplus/incoming/deadlines/>

2. Students are to submit the following documents with regards to the application procedures:

Enrolment form, health form, important information form, photocopy of their passport/identity card, copy of the European Health Insurance Card, copy of their travel insurance, English Language Proficiency declaration and the learning agreement. The learning agreement should be approved prior to the student arrival at the University of Malta. For further information kindly visit the following link: <http://www.um.edu.mt/int-eu/erasmusplus/incoming/enrolment>

<sup>3</sup> 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>

3. At the beginning of every academic semester the International & EU Office organises an Orientation Session for the Erasmus students starting their studies at the University of Malta. New Erasmus students are expected to be in Malta by the stipulated date in order to follow this orientation session.

4. Visiting students are to remain in Malta until the end of their semester examinations and should hand in all their assignments and sit for their exams prior to their departure.

Students should highlight any disabilities at application stage so that their needs and requirements can be addressed and the right support assured prior to their acceptance. The ACCESS-disability Support Unit has been set up at the University of Malta in order to ensure support to both local and visiting students and staff with disability.

## E. Calendar

1. Applications (both online and hard copy) from nominated students must reach the receiving institution by (any changes in these dates will be communicated by email):

Receiving institution	Autumn term*	Spring term*
CZ PRAHA07	1 May	1 October
MT MALTA 01	1 <sup>st</sup> June	1 <sup>st</sup> November

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. Termination of the agreement  
A notice of at least one academic year will be given

## F. Information

### 1. Grading systems of the institutions

**CZ PRAHA07:** See <http://www.cuni.cz/UKEN-361.html>

University of Malta grading system:

<http://www.um.edu.mt/registrar/regulations/general/harmonisedregs-09>

### 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:

<b>Institution</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ PRAHA07	<a href="http://www.cuni.cz/UKEN-199.html">http://www.cuni.cz/UKEN-199.html</a> +420 224 491 675	<a href="http://www.cuni.cz/UKEN-199.html">http://www.cuni.cz/UKEN-199.html</a>
MT MALTA 01	Mohammed.hazzouri@um.edu.mt	<a href="http://www.um.edu.mt/int-eu/international/eresidence">http://www.um.edu.mt/int-eu/international/eresidence</a>

### **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:

<b>Institution</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ PRAHA07	<a href="http://www.cuni.cz/UKEN-145.html">http://www.cuni.cz/UKEN-145.html</a> <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420-224 491 675	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>
MT MALTA01	<a href="mailto:erasmus@um.edu.mt">erasmus@um.edu.mt</a>	<a href="http://www.um.edu.mt/int-eu/erasmusplus/incoming">http://www.um.edu.mt/int-eu/erasmusplus/incoming</a>

### **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:

<b>Institution</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
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CZ PRAHA07	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>	<a href="http://www.cuni.cz/UKEN-365.html">http://www.cuni.cz/UKEN-365.html</a>
MT MALTA01	<a href="mailto:info@universityresidence.com">info@universityresidence.com</a>	<a href="https://secure.um.edu.mt/int-eu/erasmusplus/incoming/accommodation">https://secure.um.edu.mt/int-eu/erasmusplus/incoming/accommodation</a>

# **G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution	Name, function	Date	Signature <sup>4</sup>
CZ PRAHA07	<i>Dagmar Chalápková</i> Faculty Erasmus Coord.	<i>20.12.2016</i>	CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertov 6, 128 43 Praha 2 ICO: 0046208, DIČ: CZ00216208 UK - 107
MT MALTA01	Ms Stefania Agius Fabri, Director, International & EU Office	<i>16/12/16</i>	<i>[Signature]</i> 

<sup>4</sup> Scanned signatures are accepted