### Erasmus+ Programme

**Key Action 1**

- Mobility for learners and staff –
- Higher Education Student and Staff Mobility

**Inter-institutional**\(^1\) agreement

**2021/2022-2022/2023**

between programme countries

[Minimum requirements]\(^2\)

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

<table>
<thead>
<tr>
<th>Name of the institution (and department, where relevant)</th>
<th>Erasmus code</th>
<th>Contact details(^3) (email, phone)</th>
<th>Website (eg. of the course catalogue)</th>
</tr>
</thead>
</table>
| Charles University  
Faculty of Science  
Department of Social Geography and Regional Development | CZ PRAHA07 | Dep. Erasmus Coordinator  
RNDr. Jiří Vágner, Ph.D.  
vagner@natur.cuni.cz  
+420 221951397 | https://cuni.cz/UKEN-1.html |
| Maria Curie-Skłodowska University  
ECHE (2021): 1531652  
OID: E10208165  
SCHAC code: umcs.pl | PL LUBLIN01 | Mr. Ryszard Straszynski,  
Institutional Coordinator  
ul. Langiewicza 24, pok. 12, 20-035 Lublin  
tel.: +48 815375218, +48 815375410  
e-mail: ryszard.straszynski@umcs.pl | http://www.umcs.pl/en  
| Maria Curie-Skłodowska University  
Faculty of Earth Science and Spatial Management | PL LUBLIN01 | Agnieszka KRZYZEWSKA,  
Erasmus+ coordinator  
Faculty of Earth and Spatial Management  
Al. Kraśnicza 2D,  

\(^1\) Inter-institutional agreements can be signed by two or more higher education Institutions

\(^2\) Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

\(^3\) Contact details to reach the senior officer in charge of this agreement and of its possible updates.
### B. Mobility numbers per academic year

<table>
<thead>
<tr>
<th>FROM [Erasmus code of the sending institution]</th>
<th>TO [Erasmus code of the receiving institution]</th>
<th>Subject area code [ISCED]</th>
<th>Subject area name</th>
<th>Study cycle [short cycle, 1st, 2nd or 3rd] *</th>
<th>Number of student mobility periods</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td>PL LUBLIN01</td>
<td>0532</td>
<td>Earth Sciences, Geography</td>
<td>1st, 2nd, 3rd</td>
<td>1 student / 6 months (sum)</td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>CZ PRAHA07</td>
<td>0532</td>
<td>Earth Sciences, Geography</td>
<td>1st, 2nd, 3rd</td>
<td>1 student / 6 months (sum)</td>
</tr>
</tbody>
</table>

[*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.]

<table>
<thead>
<tr>
<th>FROM [Erasmus code of the sending institution]</th>
<th>TO [Erasmus code of the receiving institution]</th>
<th>Subject area code [ISCED]</th>
<th>Subject area name</th>
<th>Number of staff mobility for teaching</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td>PL LUBLIN01</td>
<td>0532</td>
<td>Earth Sciences, Geography</td>
<td>Number of staff members</td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>CZ PRAHA07</td>
<td>0532</td>
<td>Earth Sciences, Geography</td>
<td>1</td>
</tr>
</tbody>
</table>

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4 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](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 recommended language skills at the start of the study or teaching period:

<table>
<thead>
<tr>
<th>Receiving institution</th>
<th>Optional: Subject area</th>
<th>Language of instruction 1</th>
<th>Language of instruction 2</th>
<th>Recommended language of instruction level(^5)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Erasmus code]</td>
<td></td>
<td></td>
<td></td>
<td>Student Mobility for Studies (Minimum recommended level: B1)</td>
</tr>
<tr>
<td>CZ PRAHA07</td>
<td>Earth Sciences, Geography</td>
<td>Czech</td>
<td>English, (selected courses)</td>
<td>B2</td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>Earth Sciences, Geography</td>
<td>Polish</td>
<td>English, (selected courses)</td>
<td>B2</td>
</tr>
</tbody>
</table>

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

### D. Additional requirements

[To be completed, if necessary, other requirements may be added on academic or organisational aspects, e.g., the selection criteria for students and staff; measures for preparing, receiving, and integrating mobile students and/or staff]  
[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

**PL LUBLIN01**

1. Application documents for students include application form, Learning Agreement, transcript of records.
2. Exchange studies for PhD students are organized according to individual plans.
3. International staff members should enquire about teaching appointments or traineeship visits directly with the departmental coordinators of the respective partner faculty.

**CZ PRAHA07**

Partner e.g.:

1. Application documents for students include: application form, Learning Agreement, transcript of records.
2. Exchange studies for PhD students are organized according to individual plans.
3. International staff members should enquire about teaching appointments or traineeship visits directly with the departmental coordinators of the respective partner faculty.

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\(^5\) 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](http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr)
E. Calendar

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

<table>
<thead>
<tr>
<th>Receiving institution [Erasmus code]</th>
<th>Nomination</th>
<th>Application</th>
<th>On line nomination system (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td>15th June</td>
<td>31st October</td>
<td>15th June</td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>15 May</td>
<td>15 November</td>
<td>15 June</td>
</tr>
</tbody>
</table>

2. Charles University as receiving institution will send its decision within 6-8 weeks after deadline.
The Maria Curie Skłodowska University as receiving institution will send its decision within **four 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
*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 2022 will only take effect as of 1 September 2022+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."

F. Information

1. Grading systems of the institutions

*It is recommended that 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.*

**PL LUBLIN01** uses the standard Polish grading system ranging from 2 (fail) to 5 (very good).

Often the marks "+" and "-" are added to the principal grades.

5. = (bardzo dobry) = very good,
4.5 / 4+ = (dobry +) = good plus,
4. = (dobry) = good;
3.5 / 3+ = (dostateczny +) = satisfactory plus,
3. = (dostateczny) = satisfactory,
2. = (niedostateczny) = unsatisfactory / failing

**CZ PRAHA07**

1- Excellent
2- Very good
3- Good

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4- Unsatisfactory (failing) 16 to 20 = very good

Grading system of CZ PRAHA07: https://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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td><a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>&lt;br&gt; +420 224 491 710</td>
<td><a href="https://cuni.cz/UKEN-2045.html">https://cuni.cz/UKEN-2045.html</a></td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>Erasmus Office&lt;br&gt; Tel. +48815375410</td>
<td><a href="http://www.umcs.pl/en/contact-and-information,4751.htm">http://www.umcs.pl/en/contact-and-information,4751.htm</a></td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td><a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>&lt;br&gt; +420 224 491 710</td>
<td><a href="https://cuni.cz/UKEN-366.html#5">https://cuni.cz/UKEN-366.html#5</a></td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>Erasmus Office&lt;br&gt; Tel. +48815375410</td>
<td><a href="http://www.umcs.pl/en/contact-and-information,4751.htm">http://www.umcs.pl/en/contact-and-information,4751.htm</a></td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Institution [Erasmus code]</th>
<th>Contact details (email, phone)</th>
<th>Website for information</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td><a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a>&lt;br&gt; +420 224 491 710</td>
<td><a href="https://www.cuni.cz/UK-2073.html">https://www.cuni.cz/UK-2073.html</a></td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>Erasmus Office: &lt;br&gt; Student Office: <a href="mailto:akademik@umcs.lublin.pl">akademik@umcs.lublin.pl</a></td>
<td><a href="http://www.umcs.pl/en/contact-and-information,4751.htm">http://www.umcs.pl/en/contact-and-information,4751.htm</a></td>
</tr>
</tbody>
</table>
### G- SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution                  | Name, function                                                                 | Date       | Signature
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles University</td>
<td>Ing. Hedvika Páleníková Faculty ERASMUS Coordinator</td>
<td>19.10.2021</td>
<td><img src="image1" alt="Signature" /></td>
</tr>
<tr>
<td>Faculty of Science</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CZ PRAHA07</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maria Curie-Sklodowska University</td>
<td>dr Jolanta Rodzoś prof. UMCS Dean of the Faculty of Earth Sciences and Spatial Management</td>
<td>15/11/2021</td>
<td><img src="image2" alt="Signature" /></td>
</tr>
<tr>
<td>PL LUBLIN01</td>
<td>Prof. dr hab. Radosław Dobrowolski Rector</td>
<td>16/11/2021</td>
<td><img src="image3" alt="Signature" /></td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

7 Scanned signatures are accepted