



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff -

Higher Education Student and Staff Mobility

Inter-institutional¹ 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

Name of the institution (and department, where relevant)	Erasmus code	Contact details ³ (email, phone)	Website (eg. of the course catalogue)
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 http://www.umcs.pl/en/contact-and-information,4751.htm
Maria Curie-Skłodowska University Faculty of Earth Science and Spatial Management	PL LUBLIN01	Agnieszka KRZYZEWSKA, Erasmus+ coordinator Faculty of Earth and Spatial Management Al. Kraśnicka 2D, 20-718 Lublin, POLAND agnieszka.krzyzewska@umcs.pl	https://www.umcs.pl/en/faculty-of-earth-sciences-and-spatial-management,16302.htm

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 numbers⁴ per 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 Traineeship *
CZ PRAHA07	PL LUBLIN01	0532	Earth Sciences, Geography	1 st , 2 nd , 3 rd ,	1 student / 6 months (sum)	1 student / 5 months (sum)
PL LUBLIN01	CZ PRAHA07	0532	Earth Sciences, Geography	1 st , 2 nd , 3 rd ,	1 student / 6 months (sum)	-

[*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 for teaching		
				Number of staff members	Duration of the activity (from 2 days to 2 months)	Number of teaching hours per week (or any lower period of stay) / min. 8 hours
CZ PRAHA07	PL LUBLIN01	0532	Earth Sciences, Geography	1	5 days	8
PL LUBLIN01	CZ PRAHA07	0532	Earth Sciences, Geography	1	5 days	8

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>)

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ PRAHA07	Earth Sciences, Geography	Czech	English, (selected courses)	B2	B2
PL LUBLIN01	Earth Sciences, Geography	Polish	English, (selected courses)	B2	B2

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.

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>

E. Calendar

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

Receiving institution [Erasmus code]	Nomination		Application		On line nomination system (if any)
	Autumn term* [month]	Spring term* [month]	Autumn term* [month]	Spring term* [month]	
CZ PRAHA07	15th June	31st October	15th June	31st October	https://cuni.cz/UKEN-362.html
PL LUBLIN01	15 May	15 November	15 June	15 December	

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' guide⁶. 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

⁶ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	https://www.cuni.cz/UK-2045.html
PL LUBLIN01	Erasmus Office Tel. +48815375410	http://www.umcs.pl/en/contact-and-information,4751.htm

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
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	https://cuni.cz/UKEN-366.html#5
PL LUBLIN01	Erasmus Office Tel. +48815375410	http://www.umcs.pl/en/contact-and-information,4751.htm

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
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	https://www.cuni.cz/UK-2073.html
PL LUBLIN01	Erasmus Office: Student Office:	http://www.umcs.pl/en/contact-and-information,4751.htm akademik@umcs.lublin.pl

G- SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
Charles University Faculty of Science CZ PRAHA07	Ing. Hedvika Páleníková Faculty ERASMUS Coordinator	19.10.2021	CHARLES UNIVERSITY FACULTY OF SCIENCE ERASMUS Albertynská 22, Praha 2 ICO: 6116288, IČZ: C280716288 UK - 107
Maria Curie-Skłodowska University PL LUBLIN01	dr Jolanta Rodzoś prof. UMCS Dean of the Faculty of Earth Sciences and Spatial Management	15/11/ 2021	DZIEKAN "Rodzoś" dr Jolanta Rodzoś, prof. UMCS
	Prof. dr hab. Radosław Dobrowolski Rector	16/11/ 2021	REKTOR prof. dr hab. Radosław Dobrowolski

⁷ Scanned signatures are accepted