



Erasmus+ Programme

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

Inter-institutional¹ agreement 2015-2021 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 ² (email, phone)	Website (eg. of the course catalogue)
CHARLES UNIVERSITY IN PRAGUE	CZ PRAHA07	Departmental coordinator Ph.D. Karel MARTINEK Faculty of Sciences Tel/Fax: +420 221 195 1464 E-mail karel@natur.cuni.cz	
UNIVERSITE BLAISE PASCAL CLERMONT II	F CLERMON02	Benjamin VAN WYK DE VRIES UFR Sciences / Géologie Tel : +33 4 73 34 67 63 Email : Benjamin.VAN_WYK_DE_VRIES@univ-bpclermont.fr Institutional coordinator Stéphanie LAMAISSON 34 avenue Carnot BP185, 63006 CLERMONT-FERRAND Tel : +33 4 73 40 61 21	

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.

		<p>Email : stephanie.lamaison@univ-bpclermont.fr</p> <p>Sandrine Gidon, ERASMUS Programme officer (outgoing) International Relations Office 34 avenue Carnot BP185, 63006 CLERMONT-FERRAND Tel : +33 4 73 40 61 21 Email : Sandrine.gidon@univ-bpclermont.fr</p> <p>Brigitte Meilleroux ERASMUS Programme Officer (incoming) International Relations Office 34 avenue Carnot BP185, 63006 CLERMONT-FERRAND Tel : +33 4 73 40 64 39 Email : brigitte.meilleroux@univ-bpclermont.fr</p>	
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B. Mobility numbers³ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 [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 Student Mobility for Traineeships * [total number of months of the study periods or average duration*]	
CZ PRAHA07	F CLERMON02	0532	Earth Sciences	1 st , 2 nd , 3 rd	2/10	0/0
F CLERMON02	CZ PRAHA07	0532	Earth Sciences	1 st , 2 nd , 3 rd	2/10	0/0

*[*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*

³ 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>)

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 *]	
CZ PRAHA07	F CLERMON02	0532	Earth Sciences	1/5 days	1/5 days
F CLERMON02	CZ PRAHA07	0532	Earth Sciences	1/5 days	1/5 days

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 ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ PRAHA07	0222	English	Czech	B2	B2
F CLERMON02	0222	French	English	B2	B2

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

⁴ 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

[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.]

F CLERMON02

Some Departments have restricted courses for ERASMUS Exchange student depending on diploma prepared and level of French. Please contact directly the department coordinator.

Contact for the office for students with special needs :

Service Université Handicap

Maison de la vie étudiantes

24 avenue des landais – BP 70246

63175 Aubiere

Tel : 04 73 40 55 07

Mrs. Emmanuelle FESCHET : Emmanuelle.FESCHET@univ-bpclermont.fr

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ PRAHA07	June, 15th	October, 31st
F CLERMON02	May, 30th	November, 15th

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

2. The receiving institution will send its decision within 2 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 20XX will only take effect as of 1 September 20XX+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' guide⁵. 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.]

F CLERMON02:

UBP grading system versus ECTS grading scale

ECTS Scale	Definition	Percentage of Successful Students Normally Achieving the Grade	UBP Grade Equivalents
A	EXCELLENT - outstanding performance with only minor errors	0,27 %	16 to 20
B	VERY GOOD - above the average standard but with some errors	4,16 %	14 to 15,99
C	GOOD - generally sound work with a number of notable errors	14 %	13 to 13,99
D	SATISFACTORY- fair but with significant shortcomings	37,67 %	11 to 12,99
E	SUFFICIENT - performance meets the minimum criteria	15,30 %	10 to 10,99
FX	FAIL - some more work required before the credit can be awarded	7,78 %	8 to 9,99
F	FAIL - considerable further work is required	20,82 %	0 to 7,99

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.

⁵ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

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	http://www.cuni.cz/UK-2045.html
F CLERMON02	International Office ri@univ-bpclermont.fr Tel : +33 4 73 40 61 37	http://www.univ-bpclermont.fr/article867.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
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2045.html
F CLERMON02	International Office ri@univ-bpclermont.fr Tel : +33 4 73 40 61 37	http://www.univ-bpclermont.fr/article869.html

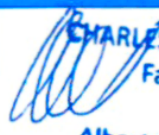

4. Housing

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
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2073.html
F CLERMON02	Brigitte Meilleroux International Relations Office 34 avenue Carnot BP185, 63006 CLERMONT-FERRAND Tel : +33 4 73 40 64 39 Email : brigitte.meilleroux@univ-bpclermont.fr	http://www.univ-bpclermont.fr/rubrique101.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
CZ PRAHA07	RNDr. Dagmar Chalupová, Ph.D. Faculty ERASMUS Coordinator	<i>P. 2015</i>	 CHARLES UNIVERSITY in Prague Faculty of Science ERASMUS Albertov 6, 128 43 Prague 2 UK - 156
F CLERMON02	Legal Representative Mathias Bernard, Head of UBP	08/04/2015	<i>pour le Président, par délégation:</i> <i>La Vice-Présidente déléguée aux Relations Internationales,</i>  Anne GARRAT-BOURRIER