



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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 ³ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITY OF THE AZORES Universidade dos Açores	P ACORES01	<u>International Relations Office (IRO)</u> Edifício da Reitoria, Piso -1 Rua da Mãe de Deus 9501-855 Ponta Delgada Phone: +351 296 650 406/800 Fax: +351 296 650 005 E-mail: gri@uac.pt / www.gri.uac.pt <u>Erasmus Institutional Coordinator</u> Prof. Doutor João da Silva Madruga	www.uac.pt/ofertaeducativa www.gri.uac.pt

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

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Phone: +351 295 402 200 Fax: +351 295 402 205 E-mail: madruga@uac.pt	
CHARLES UNIVERSITY IN PRAGUE Faculty of Science Albertov 6 Prague 2 12801, Czech Republic	CZ PRAHA07	Institutional Coordinator: RNDr. Dagmar Chalupová, Ph.D. erasmus@natur.cuni.cz T/F: +42 0221951166 Departmental Coordinator: Mr. Ondřej Koukol, Ph.D. (Dept. of Botany) ondrej.koukol@natur.cuni.cz T: +42 0221951650 F: +42 0221951645	http://www.natur.cuni.cz/fakulta

B. Mobility numbers⁴ 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 [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Sub ject are a cod e * [ISC ED]	Subject area name *	Stud y 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 S *
P ACORES01 CZ	CZ P ACORES01	421	Biology and biochemistry	1, 2	2 student x 6 months	To be confirmed
		421	Biology and biochemistry	1, 2	2 student x 6 months	To be confirmed
P ACORES01 CZ	CZ P ACORES01	422	Environmental science	1, 2	2 student x 6 months	To be confirmed
		422	Environmental science	1, 2	2 student x 6 months	To be confirmed

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>)

[*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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
P ACORES01	CZ	421	Biology and biochemistry	1 staff, 5 days	
CZ	P ACORES01	421	Biology and biochemistry	1 staff, 5 days	
P ACORES01	CZ	422	Environmental science	1 staff, 5 days	
CZ	P ACORES01	422	Environmental science	1 staff, 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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P ACORES01		Portuguese	English	B1 English (tutorial)	B2 English
CZ PRAHA07		English	Czech	B2	B2

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>

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

P ACORES01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: gri@uac.pt.

CZ

The Erasmus Club offers for all international students various social, cultural and sports events for both international and Czech students, and generally helps international students to handle their stay in Prague: <http://erasmusclub.natur.cuni.cz/> and <http://www.ic-cuni.cz/>.

The Charles University in Prague welcomes students and staff with disabilities. For questions regarding services to students in need of individual arrangements in connection with studies and/or examinations, please find more information at: <http://www.cuni.cz/UK-2049.html>. or personal requests or meetings feel free to contact the professional counselors at handicap@ruk.cuni.cz.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P ACORES01	Nomination: May Application: June	Nomination: October Application: November
CZ PRAHA07	June 15 th	October 31 st

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

2. The receiving institution will send its decision within 2 weeks.
3. **P ACORES01:** 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. However due to some administrative and technical difficulties in registering the exams, it could take up to 6 -8 weeks for us to send the Transcript of Records.
4. Termination of the agreement

This agreement has a term of six years (2014-2021).

In the event of unilateral termination, a notice of at least one academic year should be given.

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

Grading information at **P ACORES01**: <http://www.gri.uac.pt/destaque/distribuicao-estatistica-das-notas-de-acordo-com-o-guia-ects>

CZ

- (4) Description of the institutional grading system: Charles University in Prague awards grades according to the Czech Grading Scale for Institutions of Higher Education which consists of 4-point scale.

Czech Grade	ECTS Grade
1 - Excellent (excellent performance)	A
2 - Very Good (above the average standard but with some errors)	B
3 - Good (generally sound work with a number of notable errors)	D
4 - Fail (unsatisfactory performance)	F
Pass (student achievements in some subjects are graded only as "pass", where student has obtained a satisfactory level)	Pass

- (5) ECTS grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

- (6) ECTS credits: 1 full academic year – 60 credits, 1 semester – 30 credits

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
P ACORES01	International Relations Office (IRO) gri@uac.pt Phone: +351 296 650 406 / 800 Fax: +351 296 650 005	http://www.gri.uac.pt/uploads/uac_documento_plugin/ficheiro/45dae7e951d45fd844757a3c8e1d33af3651031d.pdf

CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2045.html
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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
P ACORES01	International Relations Office (IRO) gri@uac.pt Phone: +351 296 650 406 / 800 Fax: +351 296 650 005	http://www.gri.uac.pt/destaque/seguro-alunos
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	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
P ACORES01	<u>International Relations Office (IRO)</u> gri@uac.pt Phone: +351 296 650 406 / 800 Fax: +351 296 650 005 or <u>Social Services</u> sasua@uac.pt / fernanda_sousa@uac.pt Phone: +351 296 650 000 Fax: +351 296 653 024	www.gri.uac.pt http://sasua.uac.pt
CZ PRAHA07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2073.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
P ACORES01	<u>Erasmus</u> <u>Institutional</u> <u>Coordinator</u> Prof. Doutor João da Silva Madruga	07/02/2014	 UNIVERSIDADE DOS AÇORES JOÃO DA SILVA MADRUGA Institutional Coordinator 
CZ PRAHA07	ERASMUS Faculty Coordinator RNDr. Dagmar Chalupová, Ph.D.	13.2.2014	 UNIVERZITA KARLOVA v Praze Přírodovědecká fakulta LLP ERASMUS Albertov 6, 128 43 Praha 2 IČO: 00216208 DIČ: CZ00216208 UK-114