



# Erasmus+ Programme

## Key Action 1: Mobility for Learners and Staff

### Higher Education Student and Staff Mobility

## Inter-institutional<sup>1</sup> agreement 2018-2021<sup>2</sup> between programme countries<sup>3</sup>

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus+ programme sets extra criteria this Agreement will be reviewed.

### A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details <sup>4</sup> (Name, E-mail, Phone)
<b>CHARLES UNIVERSITY IN PRAGUE</b> Faculty of Science Department of Physical Geography Department of Social Geography and Regional Development Department of Inorganic Chemistry Department of Organic Chemistry	<b>CZ PRAHA07</b>	Dr. Dagmar Chalupová dagmar.chalupova@natur.cuni.cz +420 22195 1589 +420 22195 1166 <a href="mailto:erasmus@natur.cuni.cz">erasmus@natur.cuni.cz</a> ass. prof. David Havlíček <a href="mailto:david.havlicek@natur.cuni.cz">david.havlicek@natur.cuni.cz</a> Tel: 1420 22195 12 55 prof. martin Kotora <a href="mailto:martin.kotora@natur.cuni.cz">martin.kotora@natur.cuni.cz</a> Tel: +420 22195 1058
<b>UNIVERSITY OF LEICESTER</b> Department of Geography Department of Chemistry	<b>UK LEICEST01</b>	<b>Erasmus Institutional Coordinator</b> Dr Fiona Ashmore International Office, University Road, Leicester, LE1 7RH, United Kingdom <a href="mailto:erasmus@le.ac.uk">erasmus@le.ac.uk</a> +44 116 252 5142 <b>Department of Geography</b> Dr Juan Carlos Berrio <a href="mailto:jcb34@le.ac.uk">jcb34@le.ac.uk</a> / +44 116 252 3833 <b>Department of Chemistry</b> Dr Sandeep Handa <a href="mailto:sh78@le.ac.uk">sh78@le.ac.uk</a> / +44 116 252 2128

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

**B. Mobility numbers per academic year**

Any changes that either partner institution wishes to make to the agreed numbers must be requested in writing by no later than the end of January in the preceding academic year.

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS <sup>5</sup>	SMT <sup>6</sup>
CZ PRAHA 07	UK LEICEST 01	443	Geography	1 <sup>st</sup> 2 <sup>nd</sup> cycle	2/4 (20 months) **	n/a
UK LEICEST 01	CZ PRAHA 07	443	Geography	1 <sup>st</sup> 2 <sup>nd</sup> cycle	2/4 (20 months)	n/a
CZ PRAHA 07	UK LEICEST 01	442	Chemistry	1 <sup>st</sup> /2 <sup>nd</sup> cycle (3 <sup>rd</sup> cycle for traineeships only)	1 (10 months)	1 (10 months)
UK LEICEST 01	CZ PRAHA 07	442	Chemistry	1 <sup>st</sup> /2 <sup>nd</sup> cycle	1 (10 months)	1 (10 months) *

\*Traineeships in inorganic chemistry only

\*\* Only undergraduate courses available

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA <sup>7</sup>	STT <sup>8</sup>
CZ PRAHA 07	UK LEICEST 01	443	Geography	1 (5 days)	n/a
UK LEICEST 01	CZ PRAHA 07	443	Geography	1 (5 days)	n/a
CZ PRAHA 07	UK LEICEST 01	442	Chemistry	2 (10 days)	n/a
UK LEICEST 01	CZ PRAHA 07	442	Chemistry	2 (10 days)	n/a

<sup>5</sup> Student Mobility for Studies

<sup>6</sup> Student Mobility for Traineeship

<sup>7</sup> Staff Mobility for Teaching

<sup>8</sup> Staff Mobility for Training

### 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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
CZ PRAHA07	all	English	Czech	B2	B2
UK LEICEST 01	all	English	N/A	English B2 <i>*see additional requirements</i>	English C1

### D. Additional requirements

#### UK LEICEST01

- \*Partner institutions are expected to inform the Erasmus Team if nominating any Erasmus students requiring a visa, as additional administration and language requirements apply: <http://www2.le.ac.uk/study/english/visa>.
- Erasmus incoming students are expected to be of good academic standing. Students and partners must note the University of Leicester module options and restrictions and check compatibility with their own curriculum prior to submitting their Erasmus application.
- Students may only attend for 1 semester or a full academic year (not 1 or 2 terms). Semester dates can be found at: [www2.le.ac.uk/offices/governance/calendar/terms-and-semesters](http://www2.le.ac.uk/offices/governance/calendar/terms-and-semesters)
- Erasmus students with disabilities may require support from several University services, including the University's AccessAbility Centre ([www.le.ac.uk/offices/ssds/accessability](http://www.le.ac.uk/offices/ssds/accessability)) and relevant academic department. Partners should contact the Erasmus Team prior to student selection to discuss the possibilities.

### E. Calendar

1. Student nomination/application deadlines:

Receiving institution	Winter term <sup>9</sup> [month]	Summer term <sup>10</sup> [month]
CZ PRAHA07	June 15 <sup>th</sup>	October 31 <sup>st</sup>
UK LEICEST 01	Nomination: 30 April Application: 30 May	Nomination: 30 September Application: 30 October

2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
3. **UK LEICEST01** will issue a Transcript no later than 12 weeks after the assessment period has finished at the receiving HEI.

<sup>9</sup> To be adapted in case of a trimester system.

<sup>10</sup> To be adapted in case of a trimester system.

4. **CZ PRAHA07** will issue a Transcript of Records no later than 8 weeks after the assessment period has finished at the receiving HEI.
5. The agreement shall remain in force until the end of 2020/21 academic year. During that period, the two partner institutions will review the exchange annually for any imbalances in the number of exchange students and will adjust the number of students to be exchanged accordingly. In the event of early termination of the agreement by either party, notice of at least 12 months will be given in writing. Neither the European Commission nor the National Agencies can be held responsible in case of conflict. The Agreement may at any time be revised or modified by mutual written consent. The termination will not affect the students in completing their expected period of activities at the host institutions.

## E. Information

	CZ PRAHA07	UK LEICEST 01
WWW for Incoming Students	<a href="http://www.cuni.cz/UK-928.html">http://www.cuni.cz/UK-928.html</a>	<a href="http://www.le.ac.uk/erasmus">http://www.le.ac.uk/erasmus</a>
WWW Course Catalogue	<a href="http://www.cuni.cz/UK-2047.html">http://www.cuni.cz/UK-2047.html</a>	<a href="http://www.le.ac.uk/erasmus">http://www.le.ac.uk/erasmus</a>
Housing <sup>11</sup>	<a href="http://www.cuni.cz/UK-2073.html">http://www.cuni.cz/UK-2073.html</a>	<a href="https://www2.le.ac.uk/offices/accommodation">https://www2.le.ac.uk/offices/accommodation</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	Accommodation Office E: <a href="mailto:accommodation@le.ac.uk">accommodation@le.ac.uk</a> Tel +44 (0)116 252 2428
WWW Visa Information <sup>12</sup>	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>	<a href="http://www2.le.ac.uk/study/international/need-to-know/visa/visaapplication">http://www2.le.ac.uk/study/international/need-to-know/visa/visaapplication</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	Admissions Office: <a href="mailto:admissions@le.ac.uk">admissions@le.ac.uk</a> +44 (0)116 252 5280
WWW Insurance Information <sup>13</sup>	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>	<a href="http://www2.le.ac.uk/offices/ssds/healthy-living-for-students">http://www2.le.ac.uk/offices/ssds/healthy-living-for-students</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	Erasmus Team: <a href="mailto:erasmus@le.ac.uk">erasmus@le.ac.uk</a> +44 (0)116 252 5142 The University of Leicester is unable to provide insurance information on an individual basis for participants.

<sup>11</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.




<sup>12</sup> 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 ECHE.

<sup>13</sup> The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

Geography and Chemistry, UK LEICEST01 – CZ PRAHA07

ECTS Users' Guide <sup>14</sup>	<a href="http://is.cuni.cz/studium/eng/predmety/index.php">http://is.cuni.cz/studium/eng/predmety/index.php</a>	Information on the British and grading system and distribution of University of Leicester degree classifications can be found at: <a href="http://www2.le.ac.uk/offices/international/overseas-exchange/incoming/erasmus/grading-system-classifications">http://www2.le.ac.uk/offices/international/overseas-exchange/incoming/erasmus/grading-system-classifications</a>
WWW Students and Staff with Disabilities	<a href="http://www.cuni.cz/UK-2049.html">http://www.cuni.cz/UK-2049.html</a>	University of Leicester AccessAbility Centre
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 310	<a href="http://www2.le.ac.uk/offices/accessability">http://www2.le.ac.uk/offices/accessability</a> +44 (0)116 252 5002 / <a href="mailto:accessible@le.ac.uk">accessible@le.ac.uk</a>

**F. SIGNATURES OF THE INSTITUTIONS**

Institution	Name function	Date	Signature Seal or Stamp <sup>15</sup>
<b>CZ PRAHA07</b>	<b>RNDr. Dagmar Chalupová, Ph.D.</b> Faculty ERASMUS Coordinator	20.3.2017	 PRÍRODOVĚDECKÁ FAKULTA ERASMUS Albertov 6, 128 43 Praha 2 IČP: 00216208, DIČ: CZ00216208 UK – 106
<b>UK LEICEST 01</b>	<b>Suzanne Alexander,</b> Director, International Office	27/3/17	 

<sup>14</sup> 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.

<sup>15</sup> Scanned signatures, seals and stamps are accepted