



# Erasmus+ Programme

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

## Inter-institutional<sup>1</sup> agreement 2014-20/21 between programme countries

[Minimum requirements]<sup>2</sup>

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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Czech University of Life Sciences Prague</b> Kamycka 129, Praha 6, Czech Republic	CZ PRAHA02	<b>Erasmus Institutional Coordinator</b> Martina Vilimovská +420 224 38 20 71 <a href="mailto:vilimovska@rektorat.czu.cz">vilimovska@rektorat.czu.cz</a>  <b>Departmental Coordinator</b> prof.Dr.Ing.František Kumhála,  <b>Contact person:</b> prof.Ing.Ondřej Šařec,CSc., <a href="mailto:sarec@tf.czu.cz">sarec@tf.czu.cz</a> , +420 224 38 3146	<a href="http://www.czu.cz">http://www.czu.cz</a>  ECTS Package/Course Catalogue: <a href="http://www.czu.cz/en/?r=4875">http://www.czu.cz/en/?r=4875</a>
<b>Wroclaw University of Environmental and Life Sciences</b> ul. C.K. Norwida 25 50-375 Wrocław, Poland	PL WROCLAW04	Mrs. Jadwiga Bolechowska <b>Erasmus Institutional Coordinator</b> , International Relations Office, Incoming Students Tel. +48 71 320 5478 Fax: +48 71 320 5115 <a href="mailto:jadwiga.bolechowska@up.wroc.pl">jadwiga.bolechowska@up.wroc.pl</a>  Krzysztof Kafarski <b>International Relations Office</b> Outgoing Students Tel. +48 71 320 5287 Fax: +48 71 320 5115 <a href="mailto:krzysztof.kafarski@up.wroc.pl">krzysztof.kafarski@up.wroc.pl</a>	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies_and_students/</a>  <a href="https://www.student.up.wroc.pl/lista/">https://www.student.up.wroc.pl/lista/</a>

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

<sup>2</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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

## B. Mobility numbers<sup>4</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
CZ PRAHA02	PL WROCLAW04	620	Agriculture, forestry and fishery (broad programmes)	2 <sup>nd</sup>	2 x 5 = 10	Only by individual agreement
		621	Crop and livestock production	2 <sup>nd</sup>	2 x 5 = 10	Only by individual agreement
PL WROCLAW04	CZ PRAHA02	620	Agriculture, forestry and fishery (broad programmes)	2 <sup>nd</sup>	2 x 5 = 10	Only by individual agreement
		621	Crop and livestock production	2 <sup>nd</sup>	2 x 5 = 10	Only by individual agreement

[\*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.]

<sup>4</sup> 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>)

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 *
CZ PRAHA02	PL WROCLAW04	620	Agriculture, forestry and fishery (broad programmes)	1 x 1 week	
		621	Crop and livestock production	1 x 1 week	
		99	International relations		1 x 1 week
		222	Foreign languages		2 x 1 week
PL WROCLAW04	CZ PRAHA02	620	Agriculture, forestry and fishery (broad programmes)	1 x 1 week	
		621	Crop and livestock production	1 x 1 week	
		99	International relations		1 x 1 week
		222	Foreign languages		2 x 1 week

### 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 <sup>5</sup>	
				Student Mobility for Studies  [Minimum recommended level: B1]	Staff Mobility for Teaching  [Minimum recommended level: B2]
CZ PRAHA02	All	English	Czech	B1 English or Czech	B2 English or Czech
PL WROCLAW04	All	English	Polish	B2 English or Polish	B2 English or Polish

<sup>5</sup> 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

Infrastructure to welcome students and staff with disabilities at CZ PRAHA02:

<http://www.czu.cz/en/?r=4896>

## 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 PRAHA02	15 June	15 November
PL WROCLAW04	Nomination: 01 June Application: 01 July	Nomination: 01 November Application: 15 December

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

2. The receiving institution will send its decision within 6 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

**PL WROCLAW04:** [http://www.up.wroc.pl/studies\\_and\\_students/9312/local\\_grades.html](http://www.up.wroc.pl/studies_and_students/9312/local_grades.html)

### **CZ PRAHA02: 1. Grading systems of the institutions**

#### **CZ PRAHA02**

Local grade 1 = A (ECTS grade)

Local grade 2 = B (ECTS grade)

Local grade 3 = D (ECTS grade)

Local grade 4 = F (ECTS grade)

Local "Zápočet" = Credited / Passed \* = Student achievements in some subjects are not graded only "credited", where the student has attained a satisfactory level.

## 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ PRAHA02	Jitka Maláková +420 224 38 33 51 <a href="mailto:malakova@rektorat.czu.cz">malakova@rektorat.czu.cz</a>	<a href="http://www.czu.cz/en/?r=957&amp;i=1673">http://www.czu.cz/en/?r=957&amp;i=1673</a> <a href="http://www.czu.cz/en/?r=1719">http://www.czu.cz/en/?r=1719</a>
PL WROCLAW04	<a href="mailto:jadwiga.bolechowska@up.wroc.pl">jadwiga.bolechowska@up.wroc.pl</a>	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies_and_students/</a>

## 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ PRAHA02	Jitka Maláková +420 224 38 33 51 <a href="mailto:malakova@rektorat.czu.cz">malakova@rektorat.czu.cz</a>	<a href="http://www.czu.cz/en/?r=957&amp;i=1673">http://www.czu.cz/en/?r=957&amp;i=1673</a> <a href="http://www.czu.cz/en/?r=1719">http://www.czu.cz/en/?r=1719</a>
PL WROCLAW04	_____	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies_and_students/</a>

## 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ PRAHA02	Jitka Maláková +420 224 38 33 51 <a href="mailto:malakova@rektorat.czu.cz">malakova@rektorat.czu.cz</a>	<a href="http://www.czu.cz">www.czu.cz</a>
PL WROCLAW04	<a href="mailto:jadwiga.bolechowska@up.wroc.pl">jadwiga.bolechowska@up.wroc.pl</a>	<a href="http://www.up.wroc.pl/studies_and_students/">http://www.up.wroc.pl/studies_and_students/</a>

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>	Stamp
CZ PRAHA02	<b>prof.Dr.Ing.František Kumhála, vice dean</b> Departmental coordinator  +420 224 383135, <a href="mailto:kumhala@tf.czu.cz">kumhala@tf.czu.cz</a>	8.1.14	 CZECH UNIVERSITY OF LIFE SCIENCES PRAGUE Faculty of Engineering International Relations Office Kamycka 129, CZ 165 21 Prague Phone: +420 224 383 212 Fax: +420 224 383 213	
PL WROCLAW04	<b>Prof. Dr. hab. Alina Wieliczko Vice-Rector</b>  Vice-Rector for International Relations and Regional Cooperation	07.01.2014	 Vice-Rector for International Relations and Regional Cooperation  Prof. Alina Wieliczko, D.V.M., Ph.D.	UNIwersytet Przyrodniczy we Wrocławiu 50-375 Wrocław, ul. Norwida 25/27

<sup>6</sup> Scanned signatures are accepted