



Erasmus+ Programme

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

Inter-institutional agreement 2014-20 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 (email, phone)	Website (eg. of the course catalogue)
České vysoké učení technické v Praze, Czech Technical University in Prague, Faculty of Nuclear Sciences and Physical Engineering	CZ PRAHA10	Erasmus Institut. Coordinator: Mrs. Dana Mrkvičková, European Office, rectorate, Zikova 4, CZ-166 36 Prague 6 T : +420 2 2435 3436, F : +420 2 2431 1042, dana.mrkvickova@rek.cvut.cz Faculty coordinator: Prof. Jan John, Department of Nuclear Chemistry, Brehova 7, CZ-115 19 Prague 1 T : +420 22435 8228 F. : +420 222 317 626 jan.john@fjfi.cvut.cz	http://www.cvut.cz/en?set_language=en , course catalogue: http://www.cvut.cz/incomings/erasmus-exchange/prospectus
University of Zagreb Faculty of Chemical Engineering and Technology	HR ZAGREB 01	<u>Institutional coordinator:</u> Tajana Nikolić (Ms), erasmus.coordinator@unizg.hr , Tel: +385-1-46-98-165 <u>Faculty coordinator:</u> Marko Rogošić (PhD), mrogosic@fkit.hr , Tel. +385-1-45-97-281	http://international.unizg.hr/international_students/exchange_students

B. Mobility numbers¹ 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]	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 [number of students/total number of months of the study periods *]	Student Mobility for Traineeships *
CZ PRAHA10	HR ZAGREB 01	13.3	Chemistry	2 nd , 3 rd	2 / 12	1 / 3
HR ZAGREB 01	CZ PRAHA10	13.3	Chemistry	2 nd , 3 rd	2 / 12	1 / 3

[*Optional: subject area code & name and study cycle are optional.]

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 PRAHA10	HR ZAGREB 01	13.3	Chemistry	total 20	total 10
HR ZAGREB 01	CZ PRAHA10	13.3	Chemistry	total 20	total 10

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:

¹ 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>)

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ PRAHA10		English	Czech	B2 English	B2 English
HR ZAGREB 01		Croatian	English	B2 English	B2 English

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

CTU in Prague: Students with disabilities could be accepted after the consultation with International Office. There are non-barrier rooms available in some dorms.

HR ZAGREB01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@unizg.hr

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 PRAHA10	31 March- students from non-EU countries, 15 May – students from EU	31 October – students from non-EU countries, 30 November – students from EU
HR ZAGREB01:	10 May	10 November

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

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 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]*

² 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>

4. Termination of the agreement

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. 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

CTU in Prague: <http://www.cvut.cz/en/ects-ds/brief/sr>

ECTS grade	points	mark	Czech-in words	English-in words
A	100-90	1.0	VÝBORNĚ	EXCELLENT
B	89-80	1.5	VELMI DOBŘE	VERY GOOD
C	79-70	2.0	DOBŘE	GOOD
D	69-60	2.5	USPOKOJIVĚ	SATISFACTORY
E	59-50	3	DOSTATEČNĚ	SUFFICIENT
F	49-0	4	NEDOSTATEČNĚ	FAILED

HR ZAGREB 01:

http://international.unizg.hr/international_students/exchange_students/academic_information

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 PRAHA10	Ms Lucie Bilova, lucie.bilova@rek.cvut.cz , T: +420 2 2435 3467	http://www.cvut.cz/incomers/erasmus-exchange/visa
HR ZAGREB01	incoming@unizg.hr , 00385 (0)1 4698105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb

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 PRAHA10	Ms Lucie Bilova, lucie.bilova@rek.cvut.cz , T: +420 2 2435 3467	http://www.cvut.cz/incomers/erasmus-exchange/checklist
HR ZAGREB01	incoming@unizg.hr , 00385 (0)1 4698105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb


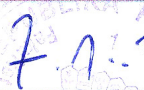
4. Housing

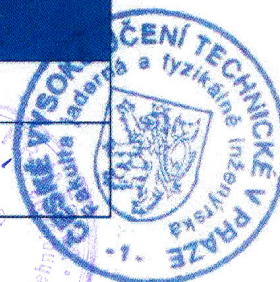
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ PRAHA10	Ms Lucie Bilova, lucie.bilova@rek.cvut.cz , T: +420 2 2435 3467	http://www.cvut.cz/incomers/erasmus-exchange/a
HR ZAGREB01	vlado.levak@sczg.hr	http://international.unizg.hr/international_students/exchange_students/student_services/housing

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
CZ PRAHA10	Doc. Miroslav Čech, Dean	-2 -12- 2013	
HR ZAGREB 01	Prof. Bruno Zelić, Dean*		



* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty

³ Scanned signatures are accepted