

Erasmus+ Programme

Inter-institutional agreement 2019/20 -2020/21

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

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

Università degli Studi di Padova	Univerzita Palackého v Olomouci
I PADOVA01	CZ OLOMOUC01
<u>Institutional Coordinator:</u> [REDACTED] International Office Palazzo Bo, Via VIII Febbraio, 2 - 35122 Padova – ITALIA Tel: + [REDACTED] Email: [REDACTED]	<u>Institutional Coordinator¹:</u> [REDACTED] International Relations Office Křížkovského 8, 77147 Olomouc Tel.: + [REDACTED] Fax: +4 [REDACTED] Email: [REDACTED]
<u>Contact Details for Student Mobility / Nomination:</u> International Office Tel: + [REDACTED] Email: [REDACTED]	<u>Contact Details for Student Mobility / Nomination:</u> [REDACTED]
<u>Contact Details for Staff Mobility (if applicable):</u> International Office Tel: + [REDACTED] Email: [REDACTED]	<u>Contact Details for Staff Mobility (if applicable):</u> [REDACTED]
<u>Departmental Coordinator:</u> [REDACTED] Dip. Di Studi Linguistici e Letterari (DISLL) Via Beldomandi, 1 - 35137 - PADOVA (ITALY) Tel. +3 [REDACTED] e-mail: [REDACTED]	<u>Departmental Coordinator:</u> [REDACTED]

B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS ¹	SMT ²

¹ Student Mobility for Studies

² Student Mobility for Traineeship

I PADOVA01	CZ OLOMOUC01	0232	0232 Literature and linguistics	x	2	
CZ OLOMOUC01	I PADOVA01	0232	0232 Literature and linguistics	x	2	

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA ³	STT ⁴
I PADOVA01	CZ OLOMOUC01	0232	0232 Literature and linguistics	2	
CZ OLOMOUC01	I PADOVA01	0232	0232 Literature and linguistics	2	

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 OLOMOUC01		English	Czech	B2	C1
I PADOVA01	All	Italian	English	a certificate or declaration from the sending institution is required: Italian level A2 for courses in Italian; English level B1 for courses in English	B2

D. Additional requirements

CZ OLOMOUC01

- Students must be nominated through Palacký University on-line system. The institutional coordinator and the person responsible for student mobilities will receive information about the nomination procedure and access to the system at least three months before the deadline.
- As soon as the nomination is successfully submitted, nominated students will receive unique access to on-line application.
- For information update/possible changes please follow our web at <http://www.upol.cz/en/students/exchange-students/erasmus/>
- In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [REDACTED]
- Incoming students are allowed to take courses in other study fields but they are requested to take the majority of courses in the study area mentioned in this agreement.
- The partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B2.
- Students are offered a Czech language course throughout the semester.

³ Staff Mobility for Teaching

⁴ Staff Mobility for Training

- Academic staff interested in a teaching visit at UP should contact the relevant department.
- Non-academic staff members interested in spending a training week at UP should contact the International Office (I PADOVA01). A proposal of the Mobility Agreement is also required.
- For information about provisions for students and staff with disabilities see: <http://www.upol.cz/en/skupiny/students/guide/students-with-special-needs/>

I PADOVA 01:

For Incoming students see <http://www.unipd.it/en/node/817>

e-mail: [REDACTED]

For students with special needs see <http://www.unipd.it/en/students-special-needs>

Tel.: [REDACTED]

E. Calendar

1. Nomination deadlines:

Receiving institution	Winter term	Summer term
I PADOVA01	Nominations: May 15th Applications: June 15th	Nominations: September 15th Applications: November 15th
CZ OLOMOUC01	June 15 (nomination) May 31st (application visa students) June 30 (application non-visa students)	October 31st (nomination, application visa students) November 15 (application non-visa students)

2. The receiving institutions will send their decisions within 6-8 weeks after deadline.

I PADOVA 01

- **Nomination** through online platform at <http://www.unipd.it/en/erasmus-study>
- **Confirmation of nomination** and official application: Student and partner university receives an automatic email and is asked to complete his/her application on Mobility Online
- **Application** has to be completed until the given application deadlines

Confirmation of acceptance: within 6-8 weeks after the application deadline has closed, the students will receive an official confirmation of acceptance. Non E.U. citizen students will receive the invitation letter to apply for a visa

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.
4. Termination of this agreement or changes in the data set above can be amended annually, if communicated before December 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

	I PADOVA01	CZ OLOMOUC01
WWW for Incoming Students	http://www.unipd.it/en/node/817	http://www.upol.cz/en/skupiny/students/exchange-students/erasmus/
WWW Course Catalogue	http://en.didattica.unipd.it	http://study.upol.cz/?lang=en
Housing ⁵	http://www.unipd.it/en/node/817	https://www.upol.cz/en/students/exchange-students/erasmus
Contact details	[REDACTED]	[REDACTED]

⁵ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

WWW Visa Information ⁶	http://www.unipd.it/en/node/817	http://www.upol.cz/en/skupiny/students/guide/visa-travel/
Contact details		
WWW Insurance Information ⁷	http://www.unipd.it/en/node/817	http://www.upol.cz/en/skupiny/students/guide/visa-travel/
Contact details		
Grading system	https://www.unipd.it/en/european-credit-transfer-and-accumulation-system-ects	http://www.studuj.upol.cz/en/why-palacky-university/
WWW Students and Staff with Disabilities	http://www.unipd.it/en/students-special-needs	http://www.upol.cz/en/skupiny/students/guide/students-with-special-needs/
Contact details		

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ⁸
I PADOVA 01		25/10/2019	
CZ OLOMOUC01	prof. PhDr. Zdeněk Pechal, CSc. dean	19. 11. 2019	

⁶ 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.

⁷ 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.

⁸ Scanned signatures are accepted