



**Erasmus+ Programme
Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff Mobility
Inter-institutional¹ agreement 2019-21²
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)
<p>Lodz University of Technology, Faculty of Material Technologies and Textile Design</p>	<p>PL LODZ02</p>	<p>Faculty of Material Technologies and Textile Design/ Institute of Architecture of Textiles 116 Żeromskiego 116, 90-924 Łódź, Poland</p> <p>Faculty coordinators: dr Katarzyna Złmna (Design Studies) katarzyna.zlmna@p.lodz.pl tel. +48 42 631 33 33</p> <p>dr hab. inż. Marcin Barburski marcin.barburski@p.lodz.pl tel. +48 42 631 33 33</p> <p>Faculty international office: Lidia Smereka lidia.smereka@p.lodz.pl tel. +48 42 631 32 99</p> <p>Administration International Cooperation Centre erasmus@info.p.lodz.pl 36 Zwirki st, 90-539 Lodz, Poland</p> <p>Incoming Students Krzysztof Podstawek krzysztof.podstawek@p.lodz.pl</p> <p>Incoming Staff staffmobility@info.p.lodz.pl</p>	<p>www.p.lodz.pl http://www.style.p.lodz.pl/lang/2/119/120/ http://www.iat.p.lodz.pl/index.php? Courses in Design: http://www.iat.p.lodz.pl/index.php?id=84</p> <p>Information for incoming students: www.ife.p.lodz.pl/en/incoming-students</p> <p>on-line application for exchange students: www.mobility.p.lodz.pl/in</p>

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.

<p>University of Ostrava, Faculty of Fine Arts</p>	<p>CZ OSTRAVA 02</p>	<p>Student mobility: Alexandra Bočková International Affairs officer Ers+ coordinator Faculty of Fine Arts and Music University of Ostrava Podlahova 3; 70900 Ostrava Czech Republic @: alexandra.bockova@osu.cz Office phone: +420 597 092 907 Mobile phone: +420 731 675 904</p> <p>Staff mobility: Veronika Voráčová International Affairs Faculty of Fine Arts and Music University of Ostrava Podlahova 3; 70900 Ostrava Czech Republic veronika.voracova@osu.cz +420 597 092906 +420 597 094041</p> <p>Institutional coordinator: Kamila Danihelková +420 597 091 015 Kamila.danihelkova@osu.cz Dvořákova 7; 701 03 Ostrava</p>	<p>www.osu.eu International students: http://www.osu.eu/index.php?kategorie=668</p>
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B. Mobility numbers⁴ 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 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 Traineeships *
PL LODZ02	CZ OSTRAVA02	021	Arts	1 st , 2 nd	5x10 month	---
CZ OSTRAVA02	PL LODZ02	021	Arts	1 st , 2 nd	3x10 month	---

[*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.]

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>)

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 ⁴]	Staff Mobility for Training
PL LODZ02	CZ OSTRAVA02	021	Arts	10 (2x 2-5 days)	10 (2x 2-5 days)
CZ OSTRAVA02	PL LODZ02	021	Arts	15 (3x 2-5 days)	15 (3x 2-5 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 instruc- tion 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL LODZ02		English		B2	B2
CZ OSTRAVA 02		Czech	English (selected courses)	B1	B2

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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff] [Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

CZ OSTRAVA02	<p>Application requirements:</p> <ul style="list-style-type: none"> - Application - Learning Agreement - Motivation letter + CV - Copy of ID card or passport <p>Digital portfolio (website or internet transfer of heavy files)</p>
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PL LODZ02 TUL offers the following facilities for persons with disabilities:

- Special Office for Students with Disabilities
- most buildings (including two student dormitories) are adjusted to the needs of persons with motor disabilities
- all facilities are equipped with facilities supporting persons with poor hearing
- library provides access to its resources and Internet for persons with poor hearing and vision
- possibility of individual study programme
- transport assistance and individual transport for persons with motor disabilities
- rental of specialist equipment and software for persons with hearing and visual disorders
- assistance of sign language interpreters
- adaptation of learning materials
- psychological help

⁵For 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>

- career guidance
- sports

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL LODZ02	30 June	30 November
CZ OSTRAVA 02	Online 31 st May	31 st October

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

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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁶. 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.]

CZ OSTRAVA02

Grades	Grades (alphabetic grade)	Grades (numeric grade)	CZ verbal	EN verbal	OU Subject pass (without examination, "započet")
91-100	A	1	výborně	excellent	"započteno" "pass"
81-90	B	1,5	velmi dobře plus	very good plus	"započteno" "pass"
71-80	C	2	velmi dobře	very good	"započteno" "pass"
61-70	D	2,5	dobře plus	good plus	"započteno" "pass"
51-60	E	3	dobře	good	"započteno" "pass"
0-50	F	4	nevyhověl	failed	"nezapočteno" "fail"

⁶http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

PL LODZ02:

TUL SCALES	ECTS GRADES
5.0	A
4.5	B
4.0	C
3.5	D
3.0	E
2	FX/F

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
PL LODZ02	foreignstudents@info.p.lodz.pl (not required from EU students)	
CZ OSTRAVA02	Alexandra Bočková Erasmus Coordinator Alexandra.bockova@osu.cz	www.osu.eu/index.php?id=9828 http://www.mzv.cz/jnp/en/information_for_alien/index.html

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
PL LODZ02	sao@info.p.lodz.pl	www.ife.p.lodz.pl/en/practical-information
CZ OSTRAVA02	International students are required to arrange their medical insurance coverage before arriving in the Czech Republic. European Union students (Erasmus Programme) should ask their home insurance company to provide them with the "blue" European Health Insurance Card. Each student is responsible for purchasing health insurance for the entire time of the stay in the Czech Republic.	https://www.pvzp.cz/en/products/foreigners-medical-insurance/foreigners-basic-medical-insurance/

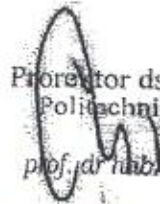

4. Housing

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
PL LODZ02	Application on-line via: http://mobility.p.lodz.pl/in	www.ife.p.lodz.pl/en/practical-information
CZ OSTRAVA02	Alexandra Bočková Erasmus Coordinator Alexandra.bockova@osu.cz	www.osu.eu/index.php?id=9828 http://koleje.osu.eu https://www.vsb.cz/ubytovani/en/about-dormitory/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
PL LODZ02	Prof. Grzegorz Bąk Vice- Rector for Education	2 -12- 2019	 Prorektor ds. Kształcenia Politechniki Łódzkiej prof. dr hab. Grzegorz Bąk
CZ OSTRAVA02	doc. MgA. František Kowolowski Dean	14. 01. 2020	 OSTRAVSKÁ UNIVERZITA Fakulta umění Podlahova 3 / 709 00 Ostrava fuo@osu.cz

⁷Scanned signatures are accepted