



Master Double Degree Agreement

between

University of Chemistry and Technology, Prague (UCT Prague)
Technická 1905/5, 166 28 Praha 6 Czech Republic
represented by xxxxx, Rector

and

Università degli Studi dell'Insubria (UI)
Via Ravasi, 2
21100 Varese
Italy
represented by xxxxx, Rector

hereinafter referred to as “partner institutions”

in respect of

the Master of Science (MSc) in Biotechnology and Food Science at UCT Prague
and Laurea Magistrale (LM) in Molecular and Industrial Biotechnology at UI

sign this Agreement within the framework of the Memorandum of Understanding between UCT Prague and UI as of the date 08/06/2015, for the establishment of a jointly organized Master double degree study programme.

ARTICLE 1

- a) Both UCT Prague and UI are willing to start cooperation which aims to offer students participating in the exchange programme to obtain a Master Double Degree, which is defined as two national degrees issued officially by partner institutions, i.e both the degrees in MSc in Biotechnology and Food Science and in LM in Molecular and Industrial Biotechnology. Both Universities currently offer a two-year Master degree study programme in Biotechnology granting 120 ECTS. Topics covered in the two Master degree study programmes make it possible to conceive a degree that can be equally considered in both countries. Both Universities are interested in promoting and guaranteeing a high quality level for their Master degree study programmes. The official language for the exchange programme is English and all the courses offered to the exchange students are in English.
- b) UCT Prague and UI agree to collaborate in order to provide study programmes leading to the award of two Master degrees by successful completion of the two-year programme. Students from both partner institutions will be awarded the diploma in MSc of Biotechnology and Food Science (title “Inženýr”, “Ing”) from the UCT Prague and the diploma of LM in Molecular and Industrial Biotechnology (title Dottore magistrale) from UI.

ARTICLE 2

- a) UI agrees to send to UCT Prague students who are enrolled at LM at UI and have successfully completed the first year of study.



- b) UCT Prague will send to UI students who are enrolled at Master degree study programme at UCT Prague and have successfully completed the first year of study.
- c) Both UI and UCT Prague agree that a sufficient level of English is required from incoming students: English level B2 certified by an official test (e.g. TOEFL 550, IELTS 6.0, TOEIC 750) or by the home institution.
- d) Students enrolled in the Double Degree programme will be following the courses delivered during the two semesters of the second year of study at the host institution according to the schedules reported in the Annex. The second year of study includes laboratory internship of at least nine months aimed at the development of a research project, which will be then reported and discussed as a final thesis. The research project will be conducted under joint supervision of two professors, one from each partner institution. The names of both tutors will be specified before the start of the laboratory internship.
- e) All academic credits obtained at the host institution in the second year of study will be transferred to the home institution in accordance with the procedures determined by the latter. The Master degree programme complies with the European academic standards in terms of credits: a total of 120 ECTS in the two-year Master degree programme have to be validated for the delivery of both Master degrees.
- f) The final thesis will be discussed at UI or at UCT Prague in front of a jury composed according to the rules of UI or UCT Prague if discussed at UI or UCT Prague, respectively. The jury will also include one professor from the partner institution. The jury is responsible for a final oral examination which tests the student's knowledge in selected study topics. This is considered as a part of the final thesis defence and as a prerequisite for achievement of the Double Degree. The final thesis defence and the final oral examination will take place at UI or UCT Prague (the place will be specified before the start of laboratory internship), or by using video-conference facilities when feasible.
- g) Reports of the two parts of the state final exam and their results will be made in the required form and will be sent to the partner institution.

ARTICLE 3

The home institution will arrange a learning agreement with each student who will participate in the Double Degree programme. Detailed information on the study plan of the second year of studies will be provided in the Annex.

ARTICLE 4

The maximum number of students who can be enrolled in the Double Degree programme from each partner institution is two per academic year.

ARTICLE 5

The home institution will be responsible for selection of the outgoing students. The final decision on admission of selected candidates lies with the host institution.

The home institution will send to the host institution a dossier for each student applying for the Double Degree programme which will consist of:

- Student Application
- Certificate of English language skills
- Bachelor Diploma / Transcript of records



- Learning agreement
- Id copy

The dossier must be received by the host institution by 30 June at UCT Prague and by June 15th at UI before the beginning of the first semester of the second year of study at the host institution.

Acceptance letter/e-mail will be sent to the selected student and the host institution after the application deadline (after 30 June at UCT Prague, after June 15th at UI).

Both partner institutions will mainly:

- regularly inform each other about annual enrolment of the student for the next year of study and about any changes of the student's study status (interruption, termination of studies, and so on)
- provide the student with the study conditions and rights based on the internal documents of the respective institution
- register the student at their institution and will enrol him/her for studies annually
- keep appropriate records of the students attending the programme in their institution, and share documentation useful to the arrangement of Master double degree studies referred to in this Agreement.

ARTICLE 6

Exchange students should follow the social and academic rules of conduct of the host institution.

The incoming students should follow the study and examination rules in place in the host institution. Academic results obtained by the students in the host institution throughout their Double Degree programme will be validated by both institutions. The host institution will send a transcript of records to the partner institution as soon as the student has completed all subjects in the study plan at the host institution.

If any student does not successfully complete all subjects within the host institution study plan, s/he will not be eligible to be awarded the degree from that institution. Be that the case the home institution will take a decision concerning awarding the home university degree to the student.

ARTICLE 7

The students participating in the Double Degree programme remain enrolled in their home institution and will be registered at the host institution for the second year of their study.

The students participating in the Double Degree programme will pay all mandatory tuition fees and other related expenses at their home institution if applicable. The students will be exempted from payment of the tuition fees at the host institution. The partner institution may agree to implement an additional tuition fee for non-European students. Students admitted to UI are required to pay national revenues for the admission and for the diploma.

All the services normally at the disposal of students enrolled in the host institution will also be guaranteed for students participating in the Double Degree programme.

Students from UI on mobility at UCT and students of UCT on mobility at UI are fully covered against accidents and for personal liability by the insurance offered for free by UI. The incoming students are responsible for arranging and paying for health insurance coverage which is valid in the host country, when not provided by the National Health Systems, and for visa expenses if applicable. Living expenses as well as any other personal costs are to be covered by the students.



In the frame of European cooperation, the Double Degree programme respects all the rules of the exchange programmes defined by the Erasmus Plus programme.

All the students attending the Double Degree programme might benefit from the Erasmus+ scholarship during their stay at the host institution if the home institution decides to award this scholarship to the selected student.

ARTICLE 8

Each institution nominates the following contact persons responsible for coordination and administrative management of the Double Degree programme.

For UI:

Dipartimento di Biotecnologie e Scienze della Vita

Università degli Studi dell'Insubria

Via Dunant, 3 – 21100 Varese

Contact Person: xxxxx

Phone: xxxx

e-mail: xxxxx

Office in charge:

Ufficio Relazioni Internazionali

Università degli Studi dell'Insubria

Via Ravasi, 2 - 21100 Varese

Contact Person: xxxxx

e-mail: xxxxx

Phone: xxxxx

For UCT Prague:

Faculty of Food and Biochemical Technology

University of Chemistry and Technology, Prague

Technická 5, 166 28 Prague 6

Contact Person: Vice-Dean for Education

Phone: xxxxx

Office in charge:

Department of International Relations

University of Chemistry and Technology, Prague

Technická 5, 166 28 Prague 6

Contact Person: xxxxx

email: xxxxx

Phone: xxxxx



The contact persons of the Double Degree programme will meet at least once a year with the aim to:

- evaluate the efficacy of the programme
- evaluate the results achieved by the students
- propose additional activities. The partner institutions will encourage staff exchange mobilities to contribute to the development of the Double Degree programme.

ARTICLE 9

This agreement can be amended at any time by the exchange of letters between the two partner institutions. Such amendments, once approved by both institutions, will become part of this agreement. The amendments cannot be applied to the already enrolled students unless they are favourable to them.

ARTICLE 10

This agreement shall remain in force for 10 academic years and it could be prolonged for other five years if both partner institutions will notify prolongation by a written letter before the end of the first period, with the understanding that it may be terminated at any time by either party giving a written notice to the other party no later than six months before the beginning of the next academic year.

In case of termination of this agreement, the students already enrolled in studies in the Double Degree programme will have the possibility to complete the Double Degree programme.

This agreement is signed in two originals in English. Each partner institution will keep a copy in original.

ARTICLE 11

The partner institutions will not be responsible for the breach of the obligations of this agreement as long as the events that happened were out of the control of the parties.

The universities will not be liable for eventual damage that can happen to students, professors and administrative workers unless they depend on an oversight of the Universities.

ARTICLE 12

Both Universities shall try to resolve any disagreement in an amicable negotiation; in case an agreement cannot be reached, a commission composed by a member from each partner institution and by a member from the third party selected by both of them will be responsible to find a solution.

ARTICLE 13

The partner institutions confirm that processing of student personal data within the program will be necessary for the proper performance of this agreement. The partner institutions shall ensure by all necessary means the protection of students' personal data thus transmitted and at the same time in individual agreements with these students involved in the program shall include the consent as required by the Directive 95/46/EC of the European Parliament and of the Council (Directive).

For the purposes of the Directive, this agreement shall be deemed to be a contract for the processing of personal data in the means of the Directive and it is agreed that personal data will be processed to a minimum extent for the purposes of this agreement and for the period necessary for the proper performance of this agreement in compliance with the national legal regulation of the partner institution.



ARTICLE 14

All the topics which are not in this agreement will be solved by the competent authorities of each partner institution.

Signature of the legal representatives:

On behalf of:

University of Chemistry and Technology,
Prague

On behalf of:

University of Insubria
Varese - Como

XXXXX

Rector

Date: _____

XXXXX

Vice-Dean for Education
Faculty of Food and Biochemical Technology

Date: _____

XXXXX

Rector

Date : _____

XXXXX

Vice-Rector for Internationalization

Date: _____



Annex To the Master double degree agreement between UI and UCT Prague

Legislation and regulation

Host institution's laws and regulations are applied.

Selection criteria

Students admitted to the programme shall satisfy the following requirements:

Students from UI

Students from UI shall have earned 240 ECTS during the three-year studies *Laurea Triennale* (Bachelor) and the first year of studies *Laurea Magistrale* (Master).

Erasmus criteria will be used for the students' selection.

Students from UCT Prague

Students from UCT Prague shall have earned 240 ECTS during the three-year Bachelor degree study programme and the first year of a Master degree study programme.

Erasmus criteria will be used for the students' selection.

Study Plan previewed by the agreement

UCT Prague students will attend at the UI the second year of LM Biotecnologie Molecolari e Industriali:

<i>Principles of industrial processes and plant safety (6 ECTS)</i>	<i>First semester</i>
<i>Protein engineering (6 ECTS)</i>	<i>First semester</i>
<i>Laboratory of recombinant proteins (6 ECTS)</i>	<i>First semester</i>
<i>Two elective courses (8 ECTS)</i> (to be selected among those activated during the exchanging year i.e. <i>Nanobiotechnology, Molecular Diagnostic Techniques, English Skill Presentation for Science and Technology, Nutraceuticals, Botany for Biofuels and Bioremediation</i> etc.)	<i>First/Second semester</i>
<i>Laboratory internship for the research project (30 ECTS) + preparation of thesis (4 ECTS)</i>	<i>First/Second semester</i>

UI students will attend at the UCT Prague the second year of MSc in Biotechnology and Food Science:

<i>Bioengineering (4 ECTS)</i>	<i>First semester</i>
<i>Trends in Biotechnologies (5 ECTS)</i>	<i>First semester</i>
<i>Isolation and Separation Methods (4 ECTS)</i>	<i>First semester</i>
<i>Programme project I (7 ECTS)</i>	<i>First semester</i>
<i>Two elective course to be selected among:</i> <ul style="list-style-type: none"><i>- Risks in Biotechnologies (5 ECTS)</i><i>- Isolation and Analysis of Biomacromolecules (5 ECTS)</i><i>- Organic Chemistry of Natural Compounds (5 ECTS)</i>	
<i>Diploma work (30 ECTS)</i>	<i>Second semester</i>

Deadlines

Apart the application deadlines set by UI and UCT Prague as reported in Article 5, the enrolment deadline will be announced to the selected student by the host institution along with the Acceptance letter/e-mail.