



Erasmus+ Programme

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

Inter-institutional agreement for the academic year **2020/2021**


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 ID code	Contact details ¹ (email, phone)	Website (eg. of the course catalogue)
Université Bourgogne Franche-Comté (UBFC)	F BESANCO27	Institutional Coordinator: xxxxx Head of the International Relations 32 avenue de l'Observatoire 25000 Besançon – France xxxxx Departmental Coordinator: xxxxx xxxxx	University webpage: https://www.ubfc.fr Exchange Students Webpage: https://www.ubfc.fr/international/join-ubfc/incoming-students/

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>Vysoká škola chemicko-technologická v Praze</p> <p>(University of Chemistry and Technology, Prague)</p> 	<p>CZ PRAHA01</p>	<p>xxxxx</p> <p>Head of International Relations Office</p> <p>UCT Prague Technická 5 166 28 Praha 6, Czech Republic</p> <p>Phone: xxxxx xxxxx</p> <p><u>Incoming students:</u></p> <p>xxxxx xxxxx</p> <p><u>Outgoing students, agreements:</u></p> <p>xxxxx xxxxx</p>	<p>General information:</p> <p>www.vscht.cz</p> <p>Information for incoming Erasmus+ students:</p> <p>http://study.vscht.cz/erasmusplus</p>
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B. Mobility numbers 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. Exceptional changes in mobility or in specific contract conditions can be discussed and adjusted via e-mail during the academic year if necessary.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle			Number of student mobility periods		
				1 st (BA)	2 nd (MA)	3 rd (PhD)	Students (=sum)	months per student	Student months (=sum)
F BESANCO27	CZ PRAHA01	05	Natural sciences, mathematics and statistics	-	yes	-	5	10	50
		07	Engineering, manufacturing and construction						
CZ PRAHA01	F BESANCO27	05	Natural sciences, mathematics and statistics	-	yes	-	5	10	50
		07	Engineering, manufacturing and construction						

Staff Mobility for Teaching

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		
				Number of Teachers	Duration in days (per teacher)	Number of Teaching hours (min. 8)
F BESANCO27	CZ PRAHA01	05	Natural sciences, mathematics and statistics	1	min. 2 days	min. 8h
		07	Engineering, manufacturing and construction			
CZ PRAHA01	F BESANCO27	05	Natural sciences, mathematics and statistics	1	min. 2 days	min. 8h
		07	Engineering, manufacturing and construction			

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 ²		
				Student Mobility for Studies		Staff Mobility for Teaching [English]
				Niveau language 1	Niveau language 2	
F BESANCO27		English	-	B2	-	B2
CZ PRAHA01		Czech	English	B2	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

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>

D. Additional requirements / information

a) *Université Bourgogne Franche-Comté (F BESANCO27):*

Disability: Special arrangements are possible on a case-by-case basis when communicated in advance (during application process).

b) *Vysoká škola chemicko-technologická v Praze (CZ PRAHA01):*

Disability: Special arrangements are possible on a case-by-case basis when communicated in advance (during application process).

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]	Nominations should be send to
F BESANCO27	Nomination deadline: April 30 th	Nomination deadline: October 30 th	XXXXX
	Application deadline: May 15 th	Application deadline : November 15 th	
CZ PRAHA01	Nomination deadline: June 15 th	Nomination deadline: November 15 th	XXXXX
	Application deadline: June 30 th	Application deadline: November 30 th	

2. The receiving institution will send its decision within 5 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.
4. Termination of the agreement

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.

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

a) Grading system at Université Bourgogne Franche-Comté (F BESANCO27) :

ECTS GRADES	DISTINCTION	POINTS (out of 20)
A	Excellent (excellent)	>= 18
B	Très bien (very good)	>= 16 et < 18
C	Bien (good)	>= 14 et < 16
D	Assez bien (quite good)	>= 12 et < 14
E	Passable (sufficient)	>= 10 et < 12
F	Ajourné (fail)	<10
F	Défaillant (fail)	The student has not taken the exam

b) Grading system at Vysoká škola chemicko-technologická v Praze (CZ PRAHA01):

ECTS Grade	Numerical conversion in %	Definition	
A	100 - 90	EXCELLENT	Outstanding performance with only minor errors
B	89 - 80	VERY GOOD	Above the average standard but with some errors
C	79 - 70	GOOD	Generally sound work with a number of notable errors
D	69 - 60	SATISFACTORY	Fair but with significant shortcomings
E	59 - 50	SUFFICIENT	Performance meets the minimum criteria
FX	< 50	FAIL	Some more work required before the credit can be awarded
F	< 50	FAIL	Considerable further work is required
Z	-	PASS	Course without examination Special UCT symbol

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
F BESANCO27	XXXXX XXXXX XXXXX	https://www.ubfc.fr/international/join-ubfc/incoming-students/
CZ PRAHA01	Incoming students: XXXXX XXXXX	http://study.vscht.cz/erasmusplus/before-arrival

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
F BESANCO27	XXXXX XXXXX XXXXX	https://www.ubfc.fr/international/join-ubfc/incoming-students/
CZ PRAHA01	Incoming students: XXXXX XXXXX	http://study.vscht.cz/erasmusplus/before-arrival

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
F BESANCO27	XXXXX XXXXX XXXXX	https://www.ubfc.fr/international/join-ubfc/incoming-students/

CZ PRAHA01	Incoming students: XXXXX XXXXX	http://study.vscht.cz/erasmusplus/before-arrival
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature³
F BESANCO27	XXXXX <i>Administrator of Université Bourgogne Franche-Comté</i>		
CZ PRAHA01	XXXXX <i>Head of International Relations Office</i>		

³ Scanned signatures are accepted