

SPECIFIC AGREEMENT (1) ON A MASTER DOUBLE DEGREE PROGRAMME

IN THE FRAMEWORK OF THE MOU SIGNED

BETWEEN

**UNIVERSITY OF CHEMISTRY AND TECHNOLOGY, PRAGUE,
AND
UNIVERSITE BOURGOGNE FRANCHE-COMTE
AND
UNIVERSITY OF BURGUNDY**

PREAMBLE

University of Chemistry and Technology, Prague (UCT Prague)

address: Technická 1905/5, 166 28 Prague, Czech Republic
represented by xxxxx, Rector,

and

Université Bourgogne Franche-Comté (UBFC)

address: 32, avenue de l'Observatoire, 25000 Besançon
represented by xxxxx, Administrator

and

University of Burgundy (uB)

Maison de l'Université
BP 27877
21078 Dijon Cedex
Represented by xxxxx, President

hereinafter referred jointly to as "the partner institutions"

sign this Agreement within the framework of the Memorandum of Understanding between UCT Prague, UBFC and uB of 29.6.2020, for the establishment of a jointly organized Master double degree study programme (hereinafter referred to as the "programme") in "**Chemistry**", specialization: "**Organic chemistry**", and "**Chemie**", specialization:

“Organická chemie” (in Czech) at UCT Prague and in “Transition Metals in Molecular Chemistry” (T2MC) at UBFC/uB.

PART 1 – LEGAL FRAMEWORK

Article 1 – Fundamental legal documentation

This Agreement is based on the principles specified hereunder.

CONSIDERING UCT Prague, the documents are mainly the following:

- Act No. 111/1998 Coll. (amended and consolidated) on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (Higher Education Act) especially § 47, § 47a, § 47b.
- Study Conditions for Foreigners Studying at UCT Prague, as amended and registered by the Ministry of Education, Youth and Sports of the Czech Republic,
- Conditions of Admission to Study and Admission Proceedings at the UCT Prague, as amended and registered by the Ministry of Education, Youth and Sports of the Czech Republic,
- Study and Examination Rules of the University of Chemistry and Technology, Prague, as amended and registered by the Ministry of Education, Youth and Sports of the Czech Republic,
- Scholarship Rules of the UCT Prague, as amended and registered by the Ministry of Education, Youth and Sports of the Czech Republic,
- Other internal documents related to studies which are available on the official board of UCT Prague

CONSIDERING UBFC/uB, the documents are mainly the following:

- Loi du 10 août 2007
- Loi n°2006-450 du 18 avril 2006
- Décret n°85-1124 du 21 octobre 1985
- Décret n°2005-450 du 11 mai 2005
- Circulaire n° 2006-202 du 8 décembre 2006
- Arrêté du 6 janvier 2005
- Décret n°2002-654 du 30 avril 2002
- Loi n°94-665 du 4 août 1994
- Arrêt du Conseil d'Etat du 13 janvier 2010
- Décret n° 95-240 du 3 mars 1995
- Référentiel commun des études L-M-D
- « Fiche diplôme » and « fiches filières » of the Master T2MC

Article 2 – Accreditation of the study programmes

1. At UCT Prague

A new study programme “**Chemistry**”, specialization: “**Organic chemistry**” was accredited on 21.01.2020 and will be effective between 27.01.2020 and 26.01.2030. This newly accredited study programme will be carried out in the form of a double degree in cooperation with a foreign higher education institution pursuant to Section 47 (a) of the Higher Education Act.

2. At UBFC/uB

In France the authority to confer degrees is granted and renewed by the Ministry of Higher Education, Research and Innovation after review of an application presented by the institution in question, which is evaluated by the HCERES (High Council for Evaluation of Research and Higher Education) and transmitted to the National Council of Higher Education and Research which presents its opinion.

According to the Decree of 26 July 2019 (Arrêté du 26 juillet 2019 accordant la Communauté d’universités et établissements Bourgogne Franche-Comté en vue de la délivrance de diplômes nationaux), UBFC is accredited by the French Ministry of Higher Education, Research and Innovation to award the Master’s degrees in the educational areas listed in the Annex to the Decree of 26 July 2019. The one relevant for the cooperation with UCT Prague is Molecular Chemistry. The accreditation is granted to UBFC for the period 2019/20 – 2022/23.

After expiration of the current accreditation, a new application will be submitted by UBFC in 2022/23.

The “Décret n°2005-450 du 11 mai 2005” states that a French University can confer a dual or joint Master degree together with another foreign university on the condition that the study periods of a Master student are balanced between the two partner universities and a convention is established in accordance with the above-mentioned Decree.

PART 2 – ADMINISTRATIVE TERMS

Article 1 – Home and host institution

“Home institution” is the university the Master student was initially admitted to.

“Host institution” is the partner institution that is not the home institution.

Home institution will mainly:

- be in charge of the primary selection of Master degree applicants
- send the Master degree applicant’s application file to the partner institution for their consideration
- send students out to the partner (host) institution for the mobility period/-s

- collect enrolment and/or tuition fees from the student, if applicable

Host institution will mainly:

- consider Master degree applicant's application file received from the partner institution and provide the student with all respective documentation applicable for admitted/non-admitted students
- host the student during his/her mobility periods of study

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 enroll him/her for studies annually
- keep appropriate records of the students attending the program in their institution, and share documentation useful to the arrangement of Master double degree studies referred to in this Agreement
- issue the Master Diploma separately, i.e. the Master degree student will be awarded two diplomas with a Diploma Supplement
- the Diploma and/or Diploma Supplement will state that the Master degree was obtained as a part of cooperation between the two partner institutions

Article 2 – Admission

1. The students planning to enrol for the programme must have successfully completed at least 3 academic years (or 6 semesters), corresponding to 180 ECTS credits (Bachelor of Science).
2. The mandatory language level in English (attested by certification) is at least at B2 level.
3. The qualification process and the selection of students is carried out at the home institution. The nominations are confirmed by the partner university.
4. The annual selection of students takes place:
 - a) at UCT Prague, during the application period to the Master degree programmes or in the first year of the Master degree programme, and is made by the following criteria:
 - analysis of the application documents: Student Application, Certificate of English language skills, Bachelor Diploma / Transcript of Records, Learning Agreement, ID copy;
 - written motivation
 - b) at UBFC/uB, during the application period to the Master degree program and is made by the following criteria :
 - analysis of the application documents: Student Application, Learning Agreement, Certificate of English language skills, Bachelor Diploma / Transcript of Records, ID copy;
 - written motivation letter (recommendation letters are optional)

5. The application documents must be received by the host institution by 30 April before the beginning of the new academic year at the partner institution.
6. The number of students who might be enrolled in the programme from each partner institution per academic year is about equal from both sides, maximum 5 participants per academic year. Both partner institutions will evaluate the chance of gradually raising the number of participants in future years, depending on the first results of the programme.

Article 3 – Enrolment

1. The students participating in the programme are enrolled annually at both partner institutions according to the terms and regulations specific to each of them.
2. The partner institutions will inform each other about any change in student's study status in the course of his/her double degree studies.

Article 4 – Financial arrangements

1. The students participating in the programme pay tuition fees at the home institution (in case of the existence of tuition fees) as long as the home institution does not release them from payment during the study period abroad. At the host institution the students are released from payment of tuition fees in accordance with applicable regulations.
2. UCT Prague and UBFC/uB advise the students qualified for the programme on funding options for their study abroad (scholarships, ERASMUS+ grant etc.).
3. In order to facilitate the mobility of students within their studies, both partner institutions assist the incoming students in finding an accommodation for the time of their study at the host institution. However, the final responsibility for their stay in the partner country is with the students. None of the two partner institutions are responsible for financial claims regarding accommodation.
4. Living expenses as well as any other personal costs are to be covered by the students.
5. All the services normally at the disposal of students enrolled at the host institution will also be guaranteed for incoming students participating in the programme.

Article 5 – Health and Liability Insurance

1. The incoming students are responsible for arranging and paying for appropriate insurance coverage (health, accident, civil liability covering property damage caused to the partner institution) which is valid in the partner country and required by the partner institution, and for visa expenses if applicable.

Article 6 – Coordination of the programme

1. Each partner institution nominates the following contact persons responsible for coordination and administrative management of the programme:
 - a) at UCT Prague:

Faculty of Chemical Technology
Department of Organic Chemistry
Faculty contact person: xxxxx
Guarantor of the study programme: xxxxx
Office in charge: Department of International Relations
Administrative contact: [xxxxx](#)

- b) at UBFC/uB
Faculty of Science and Technology
Department of Chemistry
Faculty contact person: xxxxx
Guarantor of the study programme xxxxx
Office in charge: International Office
Administrative contact:
xxxxx/xxxxx

PART 3 – PEDAGOGIC TERMS

Article 1 – Programme organization

1. The standard duration of the programme is two years.
2. Academic content of the programme is approved by each partner university according to the respective national regulations.
3. Each partner institution will appoint one advisor for the implementation and supervision of the programme referred to as “Faculty contact person” in Part 2, Article 6. The Faculty contact persons from both partner institutions will cooperate in implementation of the programme and supervision of the participating students. Faculty contact persons in their activities are subject to the respective Deans of the Faculties (UCT Prague and UBFC/uB).
4. The Faculty contact persons are in regular contact. Travel expenses which might be caused due to visits at the partner university have to be borne by the Faculty contact person’s home institution.

Article 2 - Course of studies and examinations

1. Exchange students should follow the social and academic rules of conduct of the host institution as well as the study and examination rules in place at the host institution.
2. The programme curriculum is based on the ECTS grading system.
3. 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.
4. The students have to pass the regular examinations at both partner institutions according to the approved study plan which forms an Annex 1 to this Agreement.

5. The official language of the programme is English and all the courses offered to the incoming students are in English.
6. Academic results obtained by the students at the host institution throughout their double degree studies will be validated by both partner 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.
7. All academic credits obtained at the host institution will be transferred to the home institution in accordance with the procedures determined by the latter.

Article 3 – Master thesis and State final exam

1. The second year of the programme includes a Master thesis (Diploma dissertation) which corresponds to 30 ECTS (1 semester). The Master thesis involves a research project and will be conducted under joint supervision of two Faculty members (one from each partner institution) acting as Master thesis supervisors from both partner institutions. The names of both supervisors will be specified before the beginning of the Master thesis.
2. The rules for submission, content, form and publishing of Diploma dissertation are governed by the internal documents of both partner institutions. In case of discrepancy, the national regulations and requirements of the institution where the Master thesis defence will take place will prevail.
3. At UCT Prague study in a Master study programme is duly finalized with the state final exam which consists of the Master thesis defence and an oral examination which tests student's theoretical knowledge in selected topic areas in compliance with the approved accreditation of the Master study programme.
4. The authorisation for the state final exam is given jointly by both partner institutions, after approval of their respective competent bodies.
5. The Diploma dissertation prepared by the student under the programme is presented and defended by the student at one or both partner institutions, in accordance with the applicable national regulations and requirements of the given university.
6. If the Diploma dissertation is defended at the partner institution, a Faculty member from the student's home institution is invited as a member of the examination board conducting the state final exam.
7. Video-conference facilities might be used for the state final exam when feasible.
8. The examination board will be nominated jointly by the two partner institutions and approved with respect to internal rules of each partner.
9. The state final exam will be held preferably at the home institution and in English.
10. The state final exam is public.
11. The final grade is set by each partner institution according to the applicable regulations and the overall study results. The partner institutions will exchange information about the grades obtained by students during the course of study needed to set the final grades.
12. 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.
13. The overall results of study are assessed by the grades "with honours", "passed" or "failed".

Article 4 – Degrees

1. Students having successfully followed the programme will obtain the degrees of the two partner institutions (double degree), i.e. “Inženýr” (“Ing.”) from UCT Prague, and will be “titulaire d’un Master” of UBFC/uB
2. Double Master degree is defined as two national degrees issued separately by the partner institutions.
3. The Diploma is issued together with a Diploma Supplement with a note that the degree and diploma is awarded in the framework of cooperation between the two partner institutions.
4. If any student does not successfully complete all compulsory subject modules 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 institution degree to the student.

PART 4 – FINAL PROVISIONS

Article 1 – Controversies

All disputes, differences, controversies, claims or questions arising in connection with, arising out of, occurring under, or related to, the present Agreement and any subsequent amendments of this Agreement, including, without limitation, its formation, validity, binding effect, interpretation, performance, breach or termination, as well as non-contractual claims (a “Dispute”) should be solved by the partner institutions using their reasonable best efforts to meet and to find a mutually acceptable resolution.

In the event that the Dispute is not satisfactorily resolved by negotiation the Dispute shall be finally resolved by the Rules of Arbitration of the International Arbitral Centre of the Austrian Federal Economic Chamber in Vienna (Vienna Rules) by three arbitrators appointed in accordance with the said Rules.

Article 2 – GDPR

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 3 – Duration and modification of the Agreement

1. This Agreement comes into force with the signature of the competent body in accordance with the respective national law and is valid for five (5) academic years, but not longer than the Memorandum of Understanding. This Agreement might be terminated by registered letter issued by any of the partner institutions at least six months prior to the date of expiry. Any termination must take into account the right of students already participating or accepted in the programme to complete it.
2. 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.
3. This Agreement might be amended at any time by the exchange of letters between the 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.
4. This Agreement is signed in three originals in English. Each partner institution will keep a copy in original.

<p>Université Bourgogne Franche-Comté</p> <p>xxxxx Administrator</p>	<p>University of Chemistry and Technology, Prague</p> <p>xxxxx Rector</p>	<p>University of Burgundy</p> <p>xxxxx President</p>
<p>Besancon, date :</p>	<p>Prague, date :</p>	<p>Dijon,</p>

ANNEX 1

STUDY PLAN OF THE MASTER DOUBLE DEGREE PROGRAMME

At UCT Prague:

Programme “Chemie”, specialization: “Organická chemie” (in Czech)

Programme “Chemistry”, specialization “Organic Chemistry” (in English)

At UBFC/uB:

Master degree Transition Metals in Molecular Chemistry (T2MC)

Semester	Module offer (ECTS)	Total ECTS	Location
1	Organic Synthesis (7) Organic Reaction Mechanisms (5) Specialization Laboratory Course – Chemistry (7) Coordination Chemistry (6) Computations and Visualisation of Molecules (4) Elective Course	30	UCT Prague
2	Retrosynthesis (6) Physical Organic Chemistry (5) Structural Analysis (4) Kinetics of Chemical and Photophysical Processes (4) Laboratory Project Chemistry I (7) Internship (3) Elective Course	30	UCT Prague
3	Advanced Organic Chemistry (6) Metals in Synthesis (6) Molecular Materials (6) Molecular Imaging (6) Transversal Courses (2) Project Management (4)	30	uB Dijon
4	Research Project (30) / Diploma Thesis (30)	30	uB Dijon/UCT Prague

Equivalence of the courses

DD curriculum (between UCT and uB)	Organická chemie (UCT, taught in CZ)	Organic Chemistry (UCT, taught in ENG)	T2MC (uB, taught in ENG)
Organic Synthesis Organic Reaction Mechanisms Specialization Laboratory Course – Chemistry Coordination Chemistry Computations and Visualization of Molecules Elective course	Organická syntéza Mechanismy organických reakcí Laboratoř specializace Koordinační chemie Výpočty a vizualizace molekul Volitelný předmět	Organic Synthesis Organic Reaction Mechanisms Specialization Laboratory Course – Chemistry Coordination Chemistry Computations and Visualization of Molecules Elective course	Organic Chemistry Inorganic Chemistry NMR and Optical Spectroscopy Polymer Chemistry Laboratory Project and Bibliography
Retrosynthesis Physical Organic Chemistry Structural Analysis Kinetics of Chemical and Photochemical Processes Laboratory Project Chemistry I Internship	Retrosyntéza Fyzikální organická chemie Metody určování struktury látek Kinetika chemických a fotofyzikálních dějů Laboratorní projekt Praxe	Retrosynthesis Physical Organic Chemistry Structural Analysis Kinetics of Chemical and Photochemical Processes Laboratory Project Chemistry I Internship	Electrochemistry Modeling and Reactivity Organometallic Chemistry and Catalysis Biomolecules Chemistry Internship
Advanced Organic Chemistry Metals in Synthesis Molecular Materials Molecular Imaging Transversal Courses Project Management	Přechodné kovy v organické syntéze Stereoselektivní organické syntézy PV1: Bioorganická chemie/Chémie heterocyklických sloučenin/Organická chemie vybraných prvků PV2: Supramolekulární chemie/Teoretická spektroskopie a reaktivita/Kvantová chemie Laboratorní projekt II	Transition Metals in Organic Synthesis Stereoselective Organic Syntheses Elective course I: Bioorganic Chemistry/Organic Chemistry of Selected Elements Elective course II: Supramolecular Chemistry/Theoretical Spectroscopy and Reactivity Laboratory Project Chemistry II	Advanced Organic Chemistry Metals in Synthesis Molecular Materials Molecular Imaging Transversal Courses Project Management
Diploma Thesis	Diploma thesis	Diploma Thesis	Research Project
Fields for the final exam: Applied Physical Chemistry	Okruhy SZZ: Aplikovaná fyzikální chemie	Fields for the final exam: Applied Physical Chemistry	



**UNIVERSITY OF
CHEMISTRY AND TECHNOLOGY
PRAGUE**



UBFC



Structural Analysis Organic Synthesis Reactivity of Organic Compounds/Catalysis	Metody určování struktury látek Syntéza organických látek PV: Reaktivita organických látek/Přechodné kovy v syntéze	Structural Analysis Organic Synthesis Reactivity of Organic Compounds/Catalysis	
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