



Došlo na právní oddělení ČZU dne:

1 2. 01. 2021

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

**Inter-institutional¹ agreement 2020-2023²
between institutions from
Programme and Partner Countries³**

[Minimum requirements]⁴

¹ Inter-institutional agreements can be signed by two or more higher education Institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Erasmus+ Programme Countries are the EU Member States, the EFTA countries and other European countries as defined in the Call for proposals. Eligible Partner Countries are listed in the Programme Guide.

⁴ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

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A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Website (eg. of the course catalogue)
Czech University of Life Sciences Prague (CZU Prague)	CZ PRAHA02	Kamýcká 129 165 00 Praha – Suchbátka Czech Republic Erasmus Institutional Coordinator XXXX XXXX Contact person (faculty coordinator) XXXX XXXX docent position Department Agroecology and Crop Production	http://www.czu.cz Course Catalogue: https://www.czu.cz/en/r-9190-international-relations/r-14521-incoming-exchange-and-erasmus-students/course-offer.html
Tiraspol State University, Faculty of Geography, Department of General Geography (UST, Universitatea de Stat din Tiraspol)	CHISINAU	Ghenadie Iablocichin 5, MD-2069, Chişinău, Republic of Moldova Department of Scientific Research and International Relations Contact person (faculty coordinator) XXXX XXXX	http://www.ust.md

B. Mobility numbers⁷ per academic year

⁵ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement.

⁷ 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>

[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 or city of the sending institution]	TO [Erasmus code or city 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 * [Applicable from 2018 call]
CZ PRAHA02	CHISINAU	433	Earth science	3 rd	2x4	2x2months
CHISINAU	CZ PRAHA02	433	Earth science	2 nd master	2x4	2x2months

[*Optional: subject area code & name and study cycle are optional.]

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 *]	Staff Mobility for Training * *
CZ PRAHA02	CHISINAU	433	Earth science	3x7 days	2x10 days
CHISINAU	CZ PRAHA02	433	Earth science	2x7 days	2x10 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 or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁸	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ PRAHA02	CHISINAU	English	Czech	B2	C1
CHISINAU	CZ PRAHA02	English	Romanian	B2	C1

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

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en.

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

⁸ 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>

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organisational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.
- **Travel, subsistence, visa and insurance of each mobility** will be reimbursed by CZU Prague from the project budget as a payment, fixed by EU regulations. Each incoming staff/student **will receive the payment within the first week of the stay at CZU Prague / instalments in cash**. All details are managed by the Erasmus+ KA107 Grant agreement No. 2020-1-CZ01-KA107-077664.

E. 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; agreement on how to use organisational support funds; measures for preparing, receiving and integrating mobile students and/or staff including cultural preparation before mobility; the recognition tools used].

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

CZ PRAHA 02:

Selection procedure: (based on the application)

The CZU will ensure the selection of students and staff based on an open, fair and transparent competition through the International Relations Offices of the institutions, as well as the profile departments. Students and teachers will benefit from a fair competition taking into account their professional skills, qualities and achievements, while respecting the non-discriminatory principle.

Recognition tools: (based on the application)

Infrastructure to welcome students and staff with disabilities at CZ PRAHA02:

Counselling centre for students with special needs offers its services to incoming students and staff. All buildings of faculties, lecture halls, cafeterias and dormitories on campus have barrier-free access.

<https://www.czu.cz/en/r-9188-study/r-9252-information-for-students/r-9266-students-with-specific-needs>

<https://www.ivp.czu.cz/en/r-9425-departments/r-9478-others/r-10654-counselling-centre-for-students-with-special-needs>

Partner:

Tiraspol State University (UST)

Selection procedure (based on the application)

For UST, the selection criteria will concern the academic performances, respectively the specialized knowledge, as well as the skills and abilities of the students and the teachers of communication in a foreign language. The students and teachers will benefit from counseling in order to choose the courses from the partner institution, the transferable credits system, the equivalence of the disciplines and the academic recognition of the mobility stage performed.

Infrastructure for staff and students with disabilities (if any):

Tiraspol State University, Faculty of Geography, Department of General Geography (UST) will provide assistance to students with disabilities (learning aids / computer equipment for the blind and visually impaired, etc.).

F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
CZ PRAHA02	30 May	1 October
CHISINAU	30 May	1 October

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

2. The receiving institution will send its decision within **2 weeks from the application deadline.**
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. *[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 31 July 2021 will only take effect as of 31 July 2023. 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."

G. 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' guide⁹. 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 PRAHA02 grading system:

Local grade 1 = excellent	A	(ECTS grade)
Local grade 2 = very good	B	(ECTS grade)

⁹ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

Local grade 3 = good	D (ECTS grade)
Local grade 4 = failed	F (ECTS grade)
Local "Zápočet" = Credited / Passed = Some courses are not concluded by examination. Students' achievements are not graded, but evaluated "passed/failed" only where the student has attained a satisfactory level and is awarded credits being "credited".	

Partner:

CHISINAU grading system:

Local grade 10 = excellent	A (ECTS grade)
Local grade 9 = very good	B (ECTS grade)
Local grade 7-8 = good	C (ECTS grade)
Local grade 6 = poor	D (ECTS grade)
Local grade 5 = very poor	E (ECTS grade)
Local grade 4 = failed	FX (ECTS grade)
Local grade 1-3 = failed	F (ECTS grade)

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 or city]	Contact details (email, phone)	Website for information
CZ PRAHA02	Ing. Dagmar Brožová iro@af.czu.cz +420 224384577	https://www.af.czu.cz/en
CHISINAU	MA Lilia Constantinov relatii.internationale@ust.md +373 22240084	http://ust.md/

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 or city]	Contact details (email, phone)	Website for information
CZ PRAHA02	Ing. Dagmar Brožová iro@af.czu.cz +420 224384577	https://www.af.czu.cz/en
CHISINAU	MA Lilia Constantinov relatii.internationale@ust.md +373 22240084	http://ust.md/

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 or city]	Contact details (email, phone)	Website for information
CZ PRAHA02	doc. Dr. Mgr. Vera Potopová potop@af.czu.cz +420 733620704	https://www.czu.cz/en/r-10505-university-news/czu-prague-offers-additional-accommodation-in-a-hotel-type-d.html
CHISINAU	Assoc. Prof., Dr Tudor Castraveț tudor.castravet@ust.md +373 67148788	http://www.hotels.md/ro/moldova-hotels/

5. Finance

The budget for the mobility between CZU and Tiraspol State University is declared in the Agreement No. 2020-1-CZ01-KA107-077664.

CZ PRAHA02:

- The scholarship for an outgoing student is set to 700 EUR per month.
- The grant for travel costs for one outgoing/incoming teacher and a student is 275 EUR.
- The scholarship for an incoming student is set to 800 EUR per month.
- The grant for subsistence allowance for one outgoing teacher is 140 EUR per day during the first 14 days and 98 EUR per day for the rest of the mobility.

- The grant for subsistence allowance for one incoming teacher is 180 EUR per day during the first 14 days and 126 EUR per day for the rest of the mobility.

The outgoing staff and a student will receive 70 % of the grant within the first day of the stay and 30 % at the end of the stay, after completing all required documents (including EU Survey). The payment will be collected in cash at the CZU cash desk (opening hours: MO-FRI 8:00 – 12:00, 13:00 – 15:00).

6. Promotion and dissemination

Both universities, Programme and Partner university, have agreed to follow all conditions and requirements mentioned in the Agreement No. 2020-1-CZ01-KA107-077664.

Tiraspol State University, Faculty of Geography, Department of General Geography is obliged to provide the Czech University of Life Sciences Prague with the documentation upon the request, in order to fulfil the project rules mentioned in the Agreement No. 2020-1-CZ01-KA107-077664.

H. Signatures of the institutions (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹⁰
CZ PRAHA02	prof. PhDr. Michal Lošťák, Ph.D. Vice-rector for International Relations	11. 1. 2021	
CHISINAU	Prof. Dr. Eduard Coropceanu Rector, Tiraspol State University	16. 12. 20	

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¹⁰ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation