



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

**Inter-institutional<sup>1</sup> agreement 2014-2023**  
**between institutions from**  
**Programme and Partner Countries<sup>2</sup>**

8/2020 – 7/2022

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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<sup>1</sup> 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+.

<sup>2</sup> 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.

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## EUROPEAN COMMISSION

Directorate-General for Education, Youth, Sport and Culture  
Directorate Innovation, International Cooperation and Sport  
Unit C3: International Cooperation

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B-1049 Brussels*

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## A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city <sup>3</sup>	Contact details <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
Technical University of Liberec	CZ LIBEREC01	Institutional Coordinator Mgr. Bc. Linda Marešová Studentská 2, 461 17, Liberec, Czech Republic. erasmus@tul.cz Faculty coordinator: Bc. Ing. Karina Tatek Benetti, Ph.D. karina.benetti@tul.cz	<a href="http://www.tul.cz/en">http://www.tul.cz/en</a>
Bukhara State University BSU	UZ BUKHARA01	Institutional Coordinator Mukhriddin Kilichov mkilichov.bsu@gmail.com +998 65 2212718Abror  Faculty Coordinator Ziyodulla Nurov, PhD ziyodullo.nurov@gmail.com	<a href="http://buxdu.uz/index.php/uz/">http://buxdu.uz/index.php/uz/</a>

## B. Mobility numbers<sup>5</sup> 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.]

[\*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  Staff Mobility for Training *	
				[total number of days of teaching periods or average duration *]	
CZ LIBEREC01	UZ BUKHARA01	0410	Business and Administration	1 x 12 days	xxx

<sup>3</sup> 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.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement.

<sup>5</sup> 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>)

UZ BUKHARA01	CZ LIBEREC01	0410	Business and Administra- tion	2 x 12 days	xxx
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### 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 <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ LIBEREC01	0410	Czech	English	B1	B2
UZ BUKHARA01	0410	Uzbek	Russian English	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. 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](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

<sup>6</sup> 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>

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:

### **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.

## E. Additional requirements

Receiving institution [Erasmus code or city]	Contact details (email, phone)
CZ LIBEREC01	The facilities of the university are accessible for handicapped persons. There is also a centre for guidance and support: <a href="https://www.tul.cz/studenti/podpora-a-sluzby-studentum#akademick%C3%A1%20poradna">https://www.tul.cz/studenti/podpora-a-sluzby-studentum#akademick%C3%A1%20poradna</a> In case of additional requirements of academic, organisational or other aspects (e.g. students with special needs), please consult our website: <a href="http://www.tul.cz/en/erasmus/incoming-international-students">http://www.tul.cz/en/erasmus/incoming-international-students</a> or contact the Erasmus Office: <a href="mailto:erasmus@tul.cz">erasmus@tul.cz</a> .
UZ BUKHARA01	BSU has needed infrastructure for people with special needs. For further information, please consult International Cooperation Office: <a href="mailto:international@buxdu.uz">international@buxdu.uz</a>

## F. Calendar

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

Receiving institution [Erasmus code or city]	Term*	Term*
CZ LIBEREC01	30 <sup>th</sup> June (15 <sup>th</sup> June if the student needs a Visa)	30 <sup>th</sup> November (15 <sup>th</sup> November if the student needs a Visa)
	1. TUL will send its decision within 6 weeks 2. A Transcript of Records will be issued by the respective Faculty at TU Liberec before the departure of the student.	
UZ BUKHARA01	30 <sup>th</sup> June (15 <sup>th</sup> June if the student needs a Visa)	30 <sup>th</sup> November (15 <sup>th</sup> November if the student needs a Visa)
	1. The receiving institution will send its decision within 4 weeks. 2. A Transcript of Records will be issued by the receiving institution no later than 4 weeks after the assessment period has finished at the receiving HEI.	

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

## G. Information

### 1. Grading systems of the institutions

Institution [Erasmus code or city]	Contact details
CZ LIBEREC01	TUL uses the <b>ECTS credit system</b> described at: The symbols of <b>course unit duration</b> : <b>(Y)</b> 1 full year academic year and <b>(S)</b> 1 semester. In addition to ECTS, TUL uses the <b>local numeral grade</b> system as following: <b>(1)</b> Excellent, <b>(1-)</b> Excellent Minus, <b>(2)</b> Very Good, <b>(2-)</b> Very Good Minus, <b>(3)</b> Good and <b>(4)</b> Fail. <b>(R)</b> Satisfactory Completion of Course – No Grade.
UZ BUKHARA01	For BA students of the 3 <sup>rd</sup> and 4 <sup>th</sup> year, BSU uses the 0-100 band ranking system, whereas: 0-54 - Fail 55-70 - Fair 71-85 - Good 86-100 - Excellent  For BA students of the 1 <sup>st</sup> and 2 <sup>nd</sup> year, as well as for MA students, NSU uses the 0-5 band ranking system, whereas: 0-2 - Fail 3 - Fair 4 - Good 5 - Excellent

### 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 LIBEREC01	Participants will be provided with all the necessary documents for the visa process by the TUL Erasmus+ office. All the documents in Czech and English languages will be sent to the International Office of the home university.	<a href="http://www.mvcr.cz/mvcren/article/a-visa-for-a-stay-of-over-90-days-long-term.aspx">http://www.mvcr.cz/mvcren/article/a-visa-for-a-stay-of-over-90-days-long-term.aspx</a>
UZ BUKHARA01	Institutional Coordinator Mukhriddin Kilichov mkilichov.bsu@gmail.com	<a href="http://www.mfa.uz">www.mfa.uz</a>

	+998 65 2212718Abror Faculty Coordinator Ziyodulla Nurov, PhD ziyodullo.nurov@gmail.com	
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### 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 LIBEREC01	We accept EU health insurance card, students with non-EU nationality should show their insurance contract at arrival.	<a href="http://www.mzcr.cz/cizinci">http://www.mzcr.cz/cizinci</a>
UZ BUKHARA01	Institutional Coordinator Mukhriddin Kilichov mkilichov.bsu@gmail.com +998 65 2212718Abror  Faculty Coordinator Ziyodulla Nurov, PhD ziyodullo.nurov@gmail.com	<a href="http://www.uzbekinvest.uz">www.uzbekinvest.uz</a>

### 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 LIBEREC01	Accommodation is booked at Harcov Residence Halls by TU Liberec Erasmus Office upon acceptance of the student. There is no need to send a special application form or to register.	To inform about the time of arrival: <a href="mailto:us.koleje@tul.cz">us.koleje@tul.cz</a>



UZ BUKHARA01	Institutional Coordinator Mukhriddin Kilichov mkilichov.bsu@gmail.com +998 65 2212718Abror  Faculty Coordinator Ziyodulla Nurov, PhD ziyodullo.nurov@gmail.com	www.buxdu.uz
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## H. Signatures of the institutions (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature <sup>7</sup>
CZ LIBEREC01	doc. RNDr. Miroslav Brzezina, CSc. rector	26 -01- 2021	
UZ BUKHARA01	Abror Juraev, PhD  Vice-rector for International Cooperation		

<sup>7</sup> Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

