



ERASMUS+ PROGRAMME

Erasmus Bilateral Agreement for the academic years: 2017-2018 / 2020-2021*

* Post the UK's departure from the EU, this Agreement will remain valid in the event that the UK are able to remain in the Erasmus programme as a non-EU Programme Country. However, if the UK are unable to retain access to Erasmus+, new partnership agreements will be required to continue with mobility between our two Universities.

Between (Name of the institution and department, where relevant)	Erasmus CODE UK NORWICH01	University of East Anglia
Contact details (name, email, phone, website)	Study Abroad Office, Arts 0.71; University of East Anglia; Norwich Research Park, Norwich NR4 7TJ, U.K Partner correspondence and agreements: [REDACTED] General student enquiries, nominations and transcripts : [REDACTED] Departmental Contact: [REDACTED] School of Literature, Drama and Creative Writing [REDACTED]	
And (Name of the institution and department, where relevant)	Erasmus CODE CZ OLOMOUC01	Univerzita Palackého v Olomouci
Contact details (name, email, phone, website)	Central Contact: [REDACTED] International Relations Office, Křížkovského 8, 77147 Olomouc [REDACTED] General student enquiries, nominations [REDACTED] Departmental Contact: [REDACTED] [REDACTED] website for incoming students: www.anglistika.upol.cz/en/department/prospective_foreign_students.html	

The institutions named above 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.

Student Mobility for Studies

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of October in the preceding academic year.

Erasmus Subject area – ISCED code		Country		Level			Student Mobility for Studies (SMS)	
Subject area code	Subject area name	FROM	TO	Undergraduate Bachelor	Post-graduate Master*	Doctoral	Students	Total Months
0232	Literature and linguistics	UK	CZ	X	X	X	2	10
0232	Literature and linguistics	CZ	UK	X	X		2	10

* UEA is not currently able to offer postgraduate modules to incoming exchange/ visiting students. However, if your institution requires PG to be included on the agreement in order to send PG students to study UG ONLY modules, then please tick the relevant box.

Staff Mobility for Teaching

Erasmus Subject area – ISCED code		Country		Staff Teaching Assignments (STA)		
Subject area code	Subject area name	FROM	TO	Staff	Weeks	Minimum Language requirements
0232	Literature and linguistics	UK	CZ	1	1	C1
0232	Literature and linguistics	CZ	UK	0	0	C1

Staff Training placements can be assessed on a case by case basis and can be concluded without addition to this agreement

Student Mobility language requirements

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	Language/s of instruction	Recommended language of instruction level				
		Official certification	Notes	B1 (Lower Intermediate)	B2 (Intermediate)	C1 Lower Advanced
UK NORWICH01	English	NO <input checked="" type="checkbox"/> - YES <input type="checkbox"/>	Although official certification is not required, as part of the general admissions process, students coming to UEA will be asked to provide proof that they meet our B2 minimum . This can be by an academic reference or by providing results of (informal or formal) language testing/ learning in English language.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CZ	English	NO <input checked="" type="checkbox"/> - YES <input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

OLOMOUCO 1	NO <input type="checkbox"/> - YES <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Deadlines

1. Applications/information on nominated students must reach the receiving institution by (the deadlines indicated herewith are not final and different dates might apply and can be agreed upon):

Receiving Institution	Autumn term	Spring term
UK NORWICH01	Nomination: mid May Application: 1 st June	Nomination: end of September Application: 31 st October
Application web link: Course Catalogue: Term Dates:	https://www.uea.ac.uk/study/study-abroad/incoming/application https://www.uea.ac.uk/study/study-abroad/incoming/modules https://www.uea.ac.uk/study/study-abroad/incoming/dates * Please note 1st semester is only 12 weeks	
CZ OLOMOUC01	Nomination: 31 st May Application: 31 st May	Nomination: 31 st October Application: 31 st October
Application web link: Course Catalogue: Term Dates:	http://www.upol.cz/en/skupiny/students/exchange-students/erasmus/#c2913 https://edis.upol.cz/cc http://www.upol.cz/en/skupiny/students/exchange-students/academic-calendar-organization-of-study/	

2. The receiving institution will send its decision **within 5 weeks** after the deadline.
 3. A Transcript of Records will be issued by the receiving institution **no later than 12 weeks** after the assessment period has finished at the receiving HEI.
 4. Termination of the agreement: the agreement can be modified or terminated unilaterally, as long as **at least a one academic year** notice is given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

General Information

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange.

Receiving Institution	Link to Website resource
UK NORWICH01	UEA organises a short orientation immediately prior to the start of each semester. Students will be notified directly about the various activities. https://www.uea.ac.uk/study/study-abroad/incoming/arrivals
CZ OLOMOUC01	http://www.upol.cz/en/skupiny/students/exchange-students/erasmus/ http://www.upol.cz/en/skupiny/students/exchange-students/orientation-week/

1. Grading system of the institutions:

Receiving Institution	Link to Website resource
UK NORWICH01	https://www.uea.ac.uk/study/study-abroad/erasmus-new/ects
CZ OLOMOUC01	http://www.upol.cz/en/groups/ects/v-menu/ects-credit-system/

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:

Receiving Institution	Contact details	Website for information
UK NORWICH01		https://www.uea.ac.uk/study/study-abroad/incoming/visas
CZ OLOMOUC01		http://www.upol.cz/en/skupiny/students/guide/visa-travel/

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. Exchange students are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:

Receiving Institution	Contact details	Website for information
UK NORWICH01		https://www.uea.ac.uk/study/study-abroad/erasmus-new/insurance
CZ OLOMOUC01		http://www.upol.cz/en/skupiny/students/guide/visa-travel/

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:

Receiving Institution	Contact details	Website for information
UK NORWICH01		https://www.uea.ac.uk/study/study-abroad/incoming/accommodation
CZ OLOMOUC01		http://www.upol.cz/en/skupiny/students/exchange-students/erasmus/#c2920

5. Disability Support

Receiving Institution	Notes	Website for information
UK NORWICH01	UEA welcomes students with disabilities. We recommend students to establish contact with the Student Support Services. This office has a Disability and Specific Learning Disabilities Team that is able to assist most students with disabilities.	https://portal.uea.ac.uk/dos/disability https://portal.uea.ac.uk/dos/international-students
CZ OLOMOUC01	UP welcomes students with disabilities. We recommend students to contact [REDACTED]	http://www.upol.cz/en/skupiny/students/guide/students-with-special-needs/

Signatures of the legal representatives of both institutions:

Name and Erasmus code of Institution: UK NORWICH01 University of East Anglia		Name and Erasmus code of Institution: CZ OLOMOUC01 Univerzita Palackého v Olomouci	
Name and function of the official representative: [REDACTED]		Name and function of the official representative: Prof. PhDr. Jiří Lach, Ph.D., M.A. Dean, Faculty of Arts	
Signature:	[REDACTED]	Signature:	[REDACTED]
Date:	5/12/16	Date:	22. 11 2016
Stamp:	[REDACTED]	Stamp:	[REDACTED]

