



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1 Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

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The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2022/2023]	2021
End of validity	[2028/2029]	2027

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
Technical University of Liberec	CZ LIBEREC01	Erasmus Coordinator: Viera Huličková Studentská 2, 461 17, Liberec, Czech Republic. erasmus@tul.cz Faculty Coordinator: Martina Chvojková matina.chvojkova@tul.cz +420 48 535 2418	http://www.tul.cz/en

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers³ 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.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Study cycle [short cycle, 1 st , 2 nd or 3 rd] (optional)*	Number of student mobility periods			
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
CZ LIBEREC01	G ATHINE41	041	Business and Administration	1,2	2x5 months	10 months		
		0688	Inter-disciplinary programmes and qualifications involving Information and Communication Technologies	1,2	2x5 months	10 months		
G ATHINE41	CZ LIBEREC01	041	Business and Administration	1,2	2x5 months	10 months		
		0688	Inter-disciplinary programmes and qualifications involving Information and Communication Technologies	1,2,3	2x5 months	10 months		

Short-term blended mobility option for students

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:
<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>)

				<i>number of staff]</i>			
CZ LIBEREC01	G ATHINE41	041	Business and Administration	2x5 days	10 days	2x5 days	10 days
		0688	Inter-disciplinary programmes and qualifications involving Information & Communication Technologies	2x5 days	10 days	2x5 days	10 days
G ATHINE41	CZ LIBEREC01	041	Business and Administration	2x5 days	10 days	2x5 days	10 days
		0688	Inter-disciplinary programmes and qualifications involving Information & Communication Technologies	2x5 days	10 days	2x5 days	10 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ LIBEREC01		English		B1	B2
G ATHINE41		English		B2	B2

⁴ 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. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
CZ LIBEREC01	30 th June (30 th May if the student needs a Visa)	30 th November (30 th October if the student needs a Visa)
G ATHINE41	15 th June	15 th October

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
CZ LIBEREC01	https://www.tul.cz/en/erasmus-2/incoming-students/	https://www.tul.cz/en/erasmus-2/incoming-students/
G ATHINE41	15 th June	15 th October

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ LIBEREC01	https://www.tul.cz/en/erasmus-2/incoming-students/	https://www.tul.cz/en/erasmus-2/incoming-students
G ATHINE41	erasmus@aegean.gr +302251036118, 36117	https://erasmus.aegean.gr/en

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
CZ LIBEREC01			List of ECTS Coordinators and Course Catalogue: http://www.tul.cz/en/erasmus/international-students/course-catalogue https://www.tul.cz/en/erasmus-2/
G ATHINE41	CV Academic requirements Language Certificate		List of ECTS Coordinators https://erasmus.aegean.gr/en/departmental-coordinators Course Catalogue for Erasmus+ students: https://erasmus.aegean.gr/en/node/82

The receiving institution will send its decision within [x] weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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 [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
CZ LIBEREC01	special needs		erasmus@tul.cz	The facilities of the university are accessible for handicapped persons. There is also a centre for guidance and support: http://apc.tul.cz/
G ATHINE41	Reduced mobility		technical-services@aegean.gr +302251036004	The facilities of the university are accessible for persons with reduced mobility

F. Information

1. 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
CZ LIBEREC01	erasmus@tul.cz	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: us.koleje@tul.cz
G ATHINE41	erasmus@aegean.gr +30 2251036118, 36117	UAegean Erasmus+ Guide UAegean Erasmus+ Brochure https://erasmus.aegean.gr/en/erasmus

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
CZ LIBEREC01	erasmus@tul.cz	Participants will be provided with all the necessary documents for the visa process by the TUL Erasmus+ office erasmus@tul.cz . Acceptance letters in Czech and English will be sent to the International Office of the students' home university together with the signed Learning Agreement, as well as the accommodation contract called „Smlouva o smlouvě budoucí“. These documents state the dates of the beginning and the end of the semester according to the TUL academic calendar, or the beginning and the end dates of the traineeship. https://www.tul.cz/en/erasmus-2/incoming-students/ http://www.mvcr.cz/mvcren/article/a-visa-for-a-stay-of-over-90-days-long-term.aspx
G ATHINE41	erasmus@aegean.gr	https://erasmus.aegean.gr/en/erasmus Greek Ministry of Foreign Affairs – Information on Visa Issue https://www.mfa.gr/en/visas/

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
CZ LIBEREC01		We accept EU health insurance card, students with non-EU nationality should show their insurance contract at arrival. https://www.tul.cz/en/erasmus-2/incoming-students/

		https://cizinci.pyzp.cz/Controllers/FormSteps/ WebHlffPvzp En_Step1.php?pid=20577935
G ATHINE41	erasmus@aegean.gr	We accept EU health insurance card, students with non-EU nationality should show their insurance contract at arrival https://erasmus.aegean.gr/en/students-mobility-european

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
CZ LIBEREC01	Academic calendar		Winter Semester: Beginning of OCTOBER – Mid FEBRUARY Summer Semester: Mid FEBRUARY – End of JUNE https://www.tul.cz/en/erasmus-2/incoming-students/
G ATHINE41	Academic calendar		<u>Winter semester</u> Beginning of October – early February <u>Spring semester</u> Mid February – end of June https://erasmus.aegean.gr/en/node/82

A Transcript of Records will be issued by the receiving institution no later than [...] weeks after the assessment period has finished at the receiving HEI.

CZ LIBEREC01: *Transcript of Records* will be issued by the respective Faculty at TU Liberec before the departure of the student.

G ATHINE41: A Transcript of Records will be issued by the university, the hosting institution, no later than **5** weeks after the assessment period has finished.

Any other information regarding the terms of the agreement:

Grading system:

CZ LIBEREC01:

TUL uses the **ECTS credit system**.

The symbols of **course unit duration**: **(Y)** 1 full year academic year and **(S)** 1 semester.

In addition to ECTS, TUL uses the **local numeral grade** system as following:

(1) Excellent, **(1-)** Excellent Minus, **(2)** Very Good, **(2-)** Very Good Minus, **(3)** Good and **(4)** Fail.
(R) Satisfactory Completion of Course – No Grade.

G ATHINE41:

UAegean uses the ECTS credit system

<u>GRADES</u>	<u>DEFINITIONS</u>
8.5 to 10	EXCELLENT


6.5 to 8.49	VERY GOOD
5 to 6.49	GOOD
0 to 4.99	FAIL
N.P.	NOT PRESENT AT THE EXAM

Termination of the agreement

In the event of unilateral termination to discontinue the exchanges, notified to the other party by 1 September 20XX, will take effect on 1 September 20XX+1.

Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
CZ LIBEREC01	Mgr. Zuzana Veselá Head of the International Office	29.4. 2023	
G ATHINE41	Prof. Elena Theodoropoulou Vice Rector of Academic Affairs and Student Welfare		Eleni Theodoropo ulou <small>Digitally signed by Eleni Theodoropoulou Date: 2023.04.27 10:23:36 +03'00'</small>

⁵ Scanned signatures are accepted

