



Erasmus+ Programme

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

Inter-institutional agreement 2017-2022 between programme countries

[Minimum requirements]¹

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 related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Website (eg. of the course catalogue)
Universitatea 'Politehnica' din Bucuresti (UPB)	RO BUCURES11	ERASMUS Institutional Coordinator: Prof. dr. ing. Mircea EREMIA, University POLITEHNICA of Bucharest, Erasmus Office, R401, 313 Splaiul Independentei, Bucharest, RO-060042, ROMANIA Email: erasmus@upb.ro Tel. +40 21 4029284 Fax. +40 21 3181028 Faculty Coordinator: Prof. dr. ing. Irina SEVERIN, University POLITEHNICA of Bucharest, Faculty of Engineering & Management of Technological Systems,	www.upb.ro http://imst.pub.ro/index.php/en/ Courses catalogue : http://imst.pub.ro/index.php/en/studenti/mobilitati

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

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

		313 Splaiul Independentei, Bucharest, RO-060042, ROMANIA Email: irina.severin@upb.ro Tel. +40 21 402 93 02 Fax. +40 21 310 77 53	
Brno University of Technology Central European Institute of Technology (CEITEC BUT)	CZ BRNO01	Institucional Erasmus+ coordinator: Mr. Tomáš Lády Email: lady@ro.vutbr.cz Phone: +420 54114 5145 Dr. Jan Ostrřížek Head of International Office of CEITEC Email: jan.ostrizek@ceitec.vutbr.cz Phone: +420 54114 9638 Administrative contact: Mrs. Renáta Hritzová Email: renata.hritzova@ceitec.vutbr.cz Phone: +420 54114 9634 Departmental contact: Dr. Josef Rebenda Email: josef.rebenda@ceitec.vutbr.cz Phone: +420 54114 3293	www.ceitec.eu

B. Mobility numbers³ per academic year

[Paragraph to be added, if the agreement is signed for more than one academic year:

FROM [Erasmus code of the sending institution]	TO [Erasmus code 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 (sum)	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
RO BUCURES11	CZ BRNO01	071	Engineering and Engineering Trades	3rd	3/9	3/6

³ 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>)

CZ BRNO01	RO BUCURES11	071	Engineering and Engineering Trades	3rd	3/9	3/6
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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. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]*

FROM [Erasmus code of the sending institution]		Subject area code * [ISCED]	Subject area name *	Number of staff mobility/ periods (sum)	
				Staff Mobility for Teaching <i>[total number staff and of days of teaching periods or average duration*]</i>	Staff Mobility for Training *
RO BUCURES11	CZ BRNO01	071	Engineering and Engineering Trades	2/5	2/5
CZ BRNO01	RO BUCURES11	071	Engineering and Engineering Trades	2/5	2/5

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 <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
RO BUCURES11		English	French	B2	B2

⁴For 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>

CZ BRNO01		English	English	B1	B2
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For more details on the language of instruction recommendations, see the course catalogue of each institution

D. 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; measures for preparing, receiving and integrating mobile students and/or staff]

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

RO BUCURES11:

Provisional Learning Agreement

Students have to fill in a Learning Agreement reporting the courses they would like to attend during the Erasmus studying period and they must send us. Information on the courses is available on <http://ing.pub.ro/engleza/studii.html>.

ESN (Erasmus Student Network)

ESN Romania team support Erasmus+ students encouraging social interaction of students spending part of their study period at University POLITEHNICA of Bucharest, providing help and advice. For further information visit their website <http://www.esn.ro/>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
RO BUCURES11	June 30 th	November 30 th
CZ BRNO01	Application deadline May 31 st	November 15 th

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

- The receiving institution will send its decision within [4] weeks.
- 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]*
- Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. 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' guide⁵. 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.]

RO BUCURES11:

Description of the institutional grading system:

Individual course are graded on a scale of 1-10;

1-4 = fail;

5 = sufficient;

6 = satisfactory;

7-8 = good;

9 = very good;

10 = excellent.

The maximum final university grade is 10.

Language courses and laboratories are usually graded as "Approved", if passed.

ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

ECTS Grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	9	VERY GOOD - above the average standard but with some errors
C	7-8	GOOD - generally sound work with a number of notable errors
D	6	SATISFACTORY - fair but with significant shortcomings
E	5	SUFFICIENT - performance meets the minimum criteria

CZ BRNO01: <https://www.vutbr.cz/en/studies/ects-catalogue>

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

⁵http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
RO BUCURES11	Email: erasmus@upb.ro Tel. +40 21 4029284	http://www.upb.ro/en/erasmus.html
CZ BRNO01	Mrs. Renáta Hritzová Head of Study department Email: renata.hritzova@ceitec.vutbr.cz Phone: +420 54114 9634	https://www.ceitec.eu/study-department/t1415

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]	Contact details (email, phone)	Website for information
RO BUCURES11	Email: erasmus@upb.ro Tel. +40 21 4029284	http://www.upb.ro/en/erasmus.html
CZ BRNO01	Email: lady@ro.vutbr.cz Phone:+420 54114 5145	https://www.vutbr.cz/en/studies/ects-catalogue/insurance

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]	Contact details (email, phone)	Website for information
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RO BUCURES11	Email: erasmus@upb.ro Tel. +40 21 4029284	http://www.upb.ro/en/erasmus.html
CZ BRNO01	Accommodation Service Kolejní 2, 612 00 Brno, Czech Republic Phone: +420 54114 2930-33 Email: ubytovatelky@skm.vutbr.cz	http://www.kam.vutbr.cz/english/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
RO BUCURES11	Prof. dr. ing. Mircea EREMIA ERASMUS Institutional Coordinator		
CZ BRNO01	Prof. Radimír Vrba, Director of CEITEC BUT		

⁶Scanned signatures are accepted