



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Learning mobility for higher education students and staff**

**between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme**

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 2021-2027 in:

- KA131

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the [Erasmus Charter for Higher Education](#)¹ and in this agreement.

The institutions agree on exchanging their mobility-related data according to the [principles of GDPR](#)² and in line with the technical standards of the [European Student Card Initiative](#)³, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

¹ https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

² https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

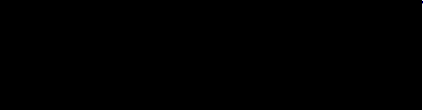
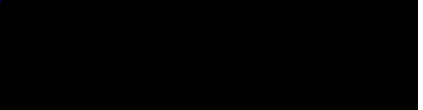

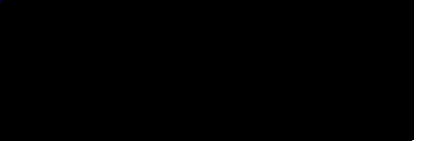
³ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁴	Contact details ⁵ (email, phone)	Websites
<p>Palacký University Olomouc Křížkovského 8, 77147 Olomouc</p> <p>Faculty of Physical Culture třída Míru 117, 771 11 Olomouc, Czech Republic</p> <p>Faculty of Science Department of Geography</p>	<p>CZ OLOMOUC01</p>	<p>Institutional Coordinator: [REDACTED]</p> <p>Faculty Coordinators: [REDACTED] [REDACTED] [REDACTED]</p>	<p>https://www.upol.cz/</p> <p>Course catalogue: http://study.upol.cz/?lang=en</p> <p>Faculty/department: https://ftk.upol.cz/en/</p> <p>https://www.prf.upol.cz/en/ https://geography.upol.cz/for-incoming-students</p>

⁴ Higher education institutions (HEIs) from Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁵ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

<p>Faculty of Arts</p> <p>Faculty of Education</p>		 	<p>https://www.ff.upol.cz/en/</p> <p>https://www.pdf.upol.cz/en/</p>
<p>Camosun College Camosun College 3100 Foul Bay Rd. Victoria BC V8P 5J2</p>	<p>Victoria</p>	 <p>Exchange Program Coordinator (incoming and outgoing)</p> 	<p>General: https://camosun.ca/</p> <p>Faculty/faculties: https://camosun.ca/programscourses</p> <p>Course catalogue: https://calendar.camosun.ca/content.php?catoid=11&navoid=638 https://colssprod.ec.camosun.ca/Student/courses</p>

2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement. In case of later updates in the mobility data, the partners agree to accept informal communication means (e.g. exchanges of emails as written proof).

Number of student and staff mobility periods

Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

FROM Erasmus code or city	TO Erasmus code or city	Subject area ISCED CODE ⁶	Subject area NAME	Study cycle 1st, 2nd or 3rd	Number of mobility periods			
					Student Mobility <i>total number of students</i>	Student Mobility <i>total number of months</i>	Staff Mobility <i>total number of staff</i>	Staff Mobility <i>total number of days</i>
CZ OLOMOUC01	Victoria	1014	Sports	1 st	2	10	2	10
CZ OLOMOUC01	Victoria	0314;0532; 0511	Sociology and cultural studies; Earth Sciences; Biology	1 st	2	10	2	10
CZ OLOMOUC01	Victoria	0210; 0229; 0230	Arts; Humanities; Languages	1 st	2	10	2	10
CZ OLOMOUC01	Victoria	011	Education	1 st	2	10	2	10
Victoria	CZ OLOMOUC01	1014	Sports	1 st	2	10	2	10
Victoria	CZ OLOMOUC01	0314; 532; 0511	Sociology and cultural studies; Earth Sciences; Biology	1 st	2	10	2	10
Victoria	CZ OLOMOUC01	0210; 0229; 0230	Arts; Humanities; Languages	1 st	2	10	2	10
Victoria	CZ OLOMOUC01	011	Education	1 st	2	10	2	10

⁶ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

Optional additional information

e.g. blended mobility, traineeships, staff training etc.

3. 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 skills⁷ at the start of the mobility period (see also section 5 “Preparation and Support”).

Receiving institution Erasmus code or city	Subject area <i>(Optional)</i>	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility <i>Minimum B1</i>	Staff Mobility <i>Minimum B2</i>
CZ OLOMOUC01	all	Czech	English	B2 (English)	B2/C1 (English)
Victoria	all	English	English	B2 (English)	B2/C1 (English)

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

⁷ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- 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.

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution Erasmus code or city	Term duration	Deadline ⁸
CZ OLOMOUC01	Winter Term: September to December	May 15th (nomination visa students) May 31 st (nomination non-visa students) May 31 st (application visa students)

⁸ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

	Spring Term: February to May	June 15 th (application non-visa students) October 15 th (nominations) October 31 st (application visa students) November 15 th (application non-visa students)
Victoria	Winter Term (fall): September to December Spring Term(winter): January – April Summer: May - August	Nomination: May 1 – Fall (September – December) October 1 – Winter (January – April) February 15 – Summer Application May 15 for September October 15 for January March 1 for May

The receiving institution will send its decision within 4 weeks and no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

Application procedure		
Receiving Institution	Contact details (email, phone)	Website for information
CZ OLOMOUC01		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/
Victoria		https://camosun.ca/services/study-abroad/incomingexchange

Selection criteria		
Requirement	Details	Website for information (optional)
CZ OLOMOUC01		
Academic requirements	Academic transcript Online application English Language Certificate/Statement of Language Level Learning Agreement	https://mobility.upol.cz/
Inclusion measures ⁹	- Reduced mobility - Hearing or visual impairments - Special educational needs - Mental health issues	www.upol.cz/en/welcome-office/health-well-being
Victoria		
Academic requirements	Number of ECTS credits (or equivalent) already completed / current level of completion of studies Subject area (ISCED code) EQF level <ul style="list-style-type: none"> • Academic transcript • Application form • Copy of valid passport • English Language Certificate/Statement of Language Level 	https://camosun.ca/international/apply/admission-requirements/english-proficiency
Inclusion measures ¹⁰	Targeted categories of participants with fewer opportunities (see Erasmus+ Programme Guide) To further enhance the inclusion dimension of KA171, partners are encouraged to discuss indicative targets during selection process.	https://camosun.ca/services/academicsupports/accessible-learning

⁹ You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

¹⁰ You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

6. Preparation and support

The Higher Education Institution(s) in a Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the [Erasmus Student Charter](#)¹¹.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

¹¹ The Erasmus Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

CZ OLOMOUC01

Preparatory & Support Measures	Contact details (email, phone)	Website for information & arrangements
Accommodation		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/
Language Support		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/
Visa		www.upol.cz/en/welcome-office/visa-residence-permit/students/
Insurance		www.upol.cz/en/welcome-office/health-well-being/#c66924/
Inclusion of participants with fewer opportunities		www.upol.cz/en/welcome-office/health-well-being
Mentoring		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/

Victoria:

Preparatory & Support Measures	Contact details (email, phone)	Website for information & arrangements
Accommodation		https://camosun.ca/services/housing
Language Support		https://camosun.ca/services/academic-supports/helpcentres/writing-centre-learning-skills
Visa		
Insurance		https://camosun.ca/services/study-abroad/incomingexchange
Inclusion of participants with fewer opportunities		e.g. available infrastructure for: Reduced mobility or hearing/visual impairments, students/staff with children, etc.
Mentoring	Department-operated Help Centres	https://camosun.ca/services/academic-supports/help-centres

7. Recognition

Institutions commit to ensure recognition for activities satisfactorily completed.

CZ OLOMOUC01: [the European Credit Transfer and Accumulation System](#); **1 Canadian credit = 2 ECTS**
CA VICTORI01: [Transfer Credit and Prior Learning](#); Credits evaluated based on Student Records/Department approval.

- 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 non-academic organisations and the mobile participants.

- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - o Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - o 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.
 - o Providing staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#)¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution	EGRACONS If applicable	Website for information
CZ OLOMOUC01		http://www.studuj.upol.cz/en/why-palacky-university/ , https://www.upol.cz/fileadmin/userdata/UP/Studenti/Studenti-EN/2017-Study_and_examination_code.pdf
Victoria		Camosun Grading Systems Camosun College

9. Any other information regarding the terms of the agreement (optional)

Funding to support individual mobilities is provided by the sending institution. The UP outgoing mobilities (from Olomouc to Victoria) will be supported from Erasmus KA 131 or other sources. The mobilities from Victoria to Olomouc will be supported from Canadian government grants, external scholarship funding or directly by the participating students or a combination of the three.

10. Termination of the agreement

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 1 September 20XX will only take effect as of 1 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ¹³
Palacký University Olomouc	<div style="background-color: black; width: 100px; height: 20px; margin-bottom: 5px;"></div> Erasmus+ Institutional Coordinator		<div style="background-color: black; width: 150px; height: 40px; display: inline-block;"></div> <div style="background-color: black; width: 100px; height: 20px; display: inline-block; vertical-align: middle;"></div> Datum: 2024.03.14 11:12:57 +01'00'
Camosun College, Victoria	<div style="background-color: black; width: 100px; height: 20px; margin-bottom: 5px;"></div> International Projects and Partnerships	03.08.24	<div style="background-color: black; width: 100px; height: 40px;"></div>

¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation