



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

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	Call Year	Academic year
Start of validity	2021	2022
End of validity	2027	2028

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ¹ (email, phone)	Websites (General/Faculties/ Course catalogue)
Palacký University Olomouc Křížkovského 8, 77147 Olomouc Department of Theatre and Film Studies Faculty of Arts information & contacts	CZ OLOMOUC01	Institutional Coordinator: [REDACTED] Departmental Coordinator [REDACTED] https://www.ff.upol.cz/en/exchange-students-and-quests/international-relations-office/	https://www.upol.cz/ https://kdfs.upol.cz/en/ https://www.ff.upol.cz/en/exchange-students-and-quests/study-information/#c54086
Universität Wien Universitätsring 1 A-1010 Wien Vienna Österreich Austria	A WIEN01	Institutional Coordinator: [REDACTED] Inter-Institutional Agreements: [REDACTED]	https://international.univie.ac.at/en/student-mobility/incoming-students/erasmus-student-exchange/ For course catalogue, click here.

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Faculty of Philological and Cultural Studies		Departmental coordinator	
Department of Theater, Film and Media Studies			

B. Mobility numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data by no
STUDENTS

FROM Erasmus code	TO Erasmus code	Subject area code ISCED	Subject area name	Study cycle 1 st , 2 nd or 3 rd	Number of student mobility periods			
					Mobility for Studies total number of students	Mobility for Studies total number of months	Mobility for Traineeships total number of students	Mobility for Traineeships [total number of months]
CZ OLOMO UC01	A WIEN01	0211 0215 (UoV)	Theater, Film and Media studies	1 st , 2 nd	2	20	-	-
A WIEN01	CZ OLOMOU C01	0211 0215 (UoV)	Theater, Film and Media studies	1 st , 2 nd	2	10	-	-

STAFF

FROM Erasmus code	TO Erasmus code	Subject area code ISCED	Subject area name	Number of staff mobility periods			
				Mobility for Teaching total number of staff	Mobility for Teaching total number of days	Mobility for Training total number of staff	Mobility for Training total number of days
CZ OLOMOU C01	A WIEN01	0211 0215	Theater, Film and	2	20	2	20

			Media studies				
A WIEN01	CZ OLOMOU C01	0211 0215	Theater, Film and Media studies	2	20	2	20

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.

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 Code	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies <i>Minimum B1</i>	Staff Mobility for Teaching <i>Minimum B2</i>
CZ OLOMOUC01		English	Czech	1: B2 2: B2	1: C1 2: C1
A WIEN01		German		1: B2	1: C1

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution	Autumn term	Spring term
CZ OLOMOUC01	May 15th (nomination visa students)	October 31 st

² 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 31st (nomination non-visa students)	
A WIEN01	May 1 st	November 1 st

Applications from incoming students must reach the institution by:

Receiving institution	Autumn term*	Spring term
CZ OLOMOUC01	May 31st (application visa students) June 15th (application non-visa students)	October 31st (application visa students) November 15th (application non-visa students)
A WIEN01	May 10th	November 10th, see also: https://international.univie.ac.at/studierendenmobilitaet/incoming-students/erasmus-studienaufenthalte/

Application procedure for incoming students

Receiving institution	Contact details (email, phone)	Website for information
CZ OLOMOUC01		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/
A WIEN01		https://international.univie.ac.at/studierendenmobilitaet/incoming-students/erasmus-studienaufenthalte/

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
CZ OLOMOUC01	Academic transcript Online application English Language Certificate/Statement of Language Level	Evidence of English at B2 if students wish to attend course in English The LA must include at least 60% of subjects offered by the	

	Provisional course selection/Learning Agreement	Department in which the student will be enrolled. Participation in other study fields than agreed upon cannot be guaranteed.	
A WIEN01		.	

The receiving institution will send its decision within 4 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:	Contact details (email, phone)	Website for information
CZ OLOMOUC 01	- Reduced mobility - Hearing impairments - Visual impairments		www.upol.cz/en/welcome-office/health-well-being
A WIEN01			https://international.univie.ac.at/studierendenmobilitaet/incoming-students/erasmus-studienaufenthalte/

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	Contact details (email, phone)	Website for information
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CZ OLOMOUCO 1		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/
A WIEN01	erasmus- 	https://international.univie.ac.at/studierendenmobilitaet/incoming-students/erasmus-studienaufenthalte/

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	Contact details (email, phone)	Website for information
CZ OLOMOUCO 1		www.upol.cz/en/welcome-office/visa-residence-permit/students/
A WIEN01	erasmus- 	https://international.univie.ac.at/studierendenmobilitaet/incoming-students/erasmus-studienaufenthalte/

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	Contact details (email, phone)	Website for information
CZ OLOMOUCO 1		www.upol.cz/en/welcome-office/health-well-being/#c66924/
A WIEN01	erasmus- 	https://international.univie.ac.at/studierendenmobilitaet/incoming-students/erasmus-studienaufenthalte/

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process / other useful information:	Contact details (email, phone)	Website for information
CZ OLOMOUC01	Course Catalogue		http://study.upol.cz/?lang=en
A WIEN01	Course Catalogue		u:find - Course Directory (univie.ac.at)

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.

Additional information regarding the terms of the agreement

CZ OLOMOUC01

- Students must be nominated through Palacký University on-line system. The institutional coordinator and the person responsible for student mobilities will receive information about the nomination procedure and access to the system at least three months before the deadline.
- As soon as the nomination is successfully submitted, nominated students will receive unique access to on-line application.
- For information update/possible changes please follow our web at <http://www.upol.cz/en/students/exchange-students/erasmus/>
- In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [REDACTED]
- Incoming students are allowed to take courses in other study fields but they are requested to take the majority of courses in the study area mentioned in this agreement.
- The partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B2.
- Students are offered a Czech language course throughout the semester.
- Academic staff interested in a teaching visit at UP should contact the relevant department.
- Non-academic staff members interested in spending a training week at UP should contact the International Office [REDACTED]. A proposal of the Mobility Agreement is also required.

A WIEN01

s. fact sheet and above-mentioned websites

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.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ³
CZ OLOMOUC01	 Erasmus+ Institutional Coordinator	8. 7. 2024	
A WIEN01		4. 7. 2024	

³ Scanned signatures are accepted