



# 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 <sup>1</sup>

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.

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

## Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2023/2024]	[2024]
End of validity	[2023/2024]	[2024]

## A. Information about the higher education institutions

Erasmus code	Name of the institution	Contact detail	Website
<b>E BARCELO02 – UNIVERSITAT AUTÒNOMA DE BARCELONA (UAB)</b>			<a href="http://www.uab.cat">http://www.uab.cat</a>
<i>Administrative contact:</i>  [REDACTED] Àrea de Relacions Internacionals, Erasmus Plaça Cívica, Ed. N, 08193 Bellaterra - Spain [REDACTED]		<i>Faculty / Academic Contact:</i>  Doctoral School Campus UAB Trav. Can Miró, s/n 08193 Bellaterra 660999992 - [REDACTED]	
<b>CZ OLOMOUC01 – PALACKÝ UNIVERSITY OLOMOUC</b>			<a href="https://www.upol.cz/">https://www.upol.cz/</a>
<i>Administrative contact:</i>  Institutional Coordinator: [REDACTED] International Relations Office Křížkovského 8, 77147 Olomouc [REDACTED]		<i>Faculty / Academic Contact:</i>  International Officer for BIPs [REDACTED] Faculty of Arts Křížkovského 10, 771 47 Olomouc [REDACTED]	

## B. Mobility numbers<sup>2</sup> per academic year

*[Paragraph to be added, if the agreement is signed for more than one 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]	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (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]
E BARCELO02	CZ OLOMOUC01	0232	3r cycle	1 student	1 week	Not applicable	Not applicable
CZ OLOMOUC01	E BARCELO02	0232	3r cycle	1 student	1 week	Not applicable	Not applicable

## X 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.

*[\* Optional columns can be deleted if not applicable. 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 can be indicated if relevant.]*

## 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:

<sup>2</sup> 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>  
<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
<b>E BARCELO02</b>		Catalan/Spanish	English	B1 (*)	To be agreed
<b>CZ OLOMOUC01</b>		Czech	English	B1	To be agreed

- (\*) In general there is no specific language level required, but it is deemed understood that students must have the necessary level to be able to attend lessons and sit exams.
- (\*\*) Some faculties at UAB require a specific level of language that must be proved by a valid certificate.
  - To get access to the courses offered at the **Faculty of Economics and Business** or at the **Faculty of Political Science and Sociology** a minimum level of **B2** (CEFR) will be required for the language of instruction of the courses selected by the student (English, Spanish or Catalan). No language certificate will be required if the student does not select any course in that language. A list of valid certificates for the Faculty of Economics and Business can be checked [here](#).
  - The **Faculty of Communication** requires a **B2** level of **Spanish** to be accepted as an exchange student. Students holding a Spanish certificate issued by the Instituto Cervantes (DELE B2) will be accepted. Other certificates will be checked and evaluated on a case by case basis.

## D. Calendar

**Nominations of incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
<b>E BARCELO02</b>	Nomination: 1 <sup>st</sup> March to 1 <sup>st</sup> May	Nomination: 1 <sup>st</sup> October 1 <sup>st</sup> November
<b>CZ OLOMOUC01</b>	May 15th (nomination visa students) May 31st (nomination non-visa students)	October 31 <sup>st</sup>

<sup>3</sup> 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>

**Applications from incoming students must reach the institution by:**

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
E BARCELO02	Application form: 1 <sup>st</sup> March to 15 <sup>th</sup> May	Application form: 1 <sup>st</sup> Oct to 15 <sup>th</sup> Nov
CZ OLOMOUC01	May 31st (application visa students) June 15th (application non-visa students)	October 31st (application visa students) November 15th (application non-visa students)

**Application procedure for incoming students:**

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
E BARCELO02		<a href="https://www.uab.cat/web/mobility-international-exchange/mobility-international-exchange-programmes/erasmus-studies-incoming-1345780938705.html">https://www.uab.cat/web/mobility-international-exchange/mobility-international-exchange-programmes/erasmus-studies-incoming-1345780938705.html</a>
CZ OLOMOUC01		<a href="http://www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/">www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/</a>

**E BARCELO02**

- Students selected at their home universities for an academic exchange stay at UAB must fill in an online Application Form at the site <http://sia.uab.es>, after the nomination of their home university.
- Incoming students will receive (by e-mail) a letter of admission and a letter containing useful information on their academic exchange stay at the UAB. However, permanent admission is conditional on the approval of the Learning Agreement by the Faculty or School the student is going to be enrolled at. For that purpose the Learning Agreement has to be sent by e-mail to the [Exchange Office](#) at the Faculty or School where the student has been admitted.

**E. Additional requirements**


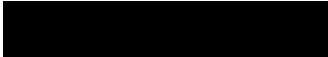
Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
E BARCELO02	<ul style="list-style-type: none"> <li><b>Enrolment.</b> According to the exchange policy of the UAB, incoming students must enrol for at least the 50% of their credits at the faculty of admission. The other 50% can be taken at the rest of the UAB centres/faculties, <b>but availability is not guaranteed</b>. Exchange incoming students at Master level can enrol a maximum of 30 ECTS.</li> </ul>		

	<ul style="list-style-type: none"> <li>• <b>Admission to Master's programmes at the UAB.</b> This only possible when the agreement specifies a UAB Master's programme. <b>In order to be admitted to a Master's programme as an exchange student, the master's coordinator at UAB must always give the final approval. To ask for this approval, the student should contact the <u>Exchange Office</u> at the faculty indicating the intended courses.</b> Otherwise admission will be for fourth year courses in our 4 year bachelor programmes. Incoming students willing to be accepted at Master Level have to prove they have already completed 180 ECTS credits at UG level.</li> <li>• <b>Teaching Staff Mobility.</b> A letter of invitation issued by an authorised UAB contact person is required prior to implementing Teaching Staff Mobility.</li> </ul>	
<b>CZ OLOMOUC01</b>	Academic transcript  Online application  English Language Certificate/Statement of Language Level  Provisional course selection/Learning Agreement	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 Department in which the student will be enrolled. Participation in other study fields than agreed upon cannot be guaranteed.

The receiving institution will send its decision within 2 – 3 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
<b>E BARCELO02</b>	- Reduced mobility - Hearing impairments - Visual impairments - Special Needs	<b>Infrastructure to welcome students and staff with disabilities</b> <ul style="list-style-type: none"> <li>• <b>PIUNE</b>, Programme for Students with Special Needs    <a href="https://www.uab.cat/web/disability-and-specific-educational-needs/about-the-piune-1345819589315.html">https://www.uab.cat/web/disability-and-specific-educational-needs/about-the-piune-1345819589315.html</a> </li> </ul>		
<b>CZ OLOMOUC01</b>	- Reduced mobility - Hearing impairments - Visual impairments			

Receiving institution [Erasmus code]	Available support services for people with:	Description of support services (optional)	Contact details (email, phone)	Website for information
E BARCELO02	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- Special Needs</li> </ul>	<b>Infrastructure to welcome students and staff with disabilities</b> <ul style="list-style-type: none"> <li>• <b>PIUNE</b>, Programme for Students with Special Needs [redacted] <a href="https://www.uab.cat/web/disability-and-specific-educational-needs-/about-the-piune-1345819589315.html">https://www.uab.cat/web/disability-and-specific-educational-needs-/about-the-piune-1345819589315.html</a></li> </ul>		
CZ OLOMOUC01	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> </ul>	[redacted]		<a href="http://www.upol.cz/en/welcome-office/health-well-being">www.upol.cz/en/welcome-office/health-well-being</a>

## 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
E BARCELO02	<b>International Support Service (ISS)</b> [redacted]  <b>The University Village (Vila Universitària)</b> [redacted]	<a href="https://www.uab.cat/web/movilidad-e-intercambio-internacional/international-support-service/vivir-en-barcelona/alojamiento-1345805639078.html">https://www.uab.cat/web/movilidad-e-intercambio-internacional/international-support-service/vivir-en-barcelona/alojamiento-1345805639078.html</a>  <a href="#">Handbook</a>
CZ OLOMOUC01	[redacted]	<a href="http://www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/">www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/</a>

### 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
<b>E BARCELO02</b>	International Support Service (ISS) [REDACTED]	link International Support Service <a href="https://www.uab.cat/web/mobility-international-exchange/international-support-service/home-1345819339787.html">https://www.uab.cat/web/mobility-international-exchange/international-support-service/home-1345819339787.html</a>
<b>CZ OLOMOUC01</b>	[REDACTED]	<a href="http://www.upol.cz/en/welcome-office/visa-residence-permit/students/">www.upol.cz/en/welcome-office/visa-residence-permit/students/</a>

### **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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
<b>E BARCELO02</b>	International Support Service (ISS) [REDACTED]	<a href="https://www.uab.cat/web/movilidad-e-intercambio-internacional/international-support-service/vivir-en-barcelona/seguro-medico-1345805807182.html">https://www.uab.cat/web/movilidad-e-intercambio-internacional/international-support-service/vivir-en-barcelona/seguro-medico-1345805807182.html</a>  <a href="#">Handbook</a>
<b>CZ OLOMOUC01</b>	[REDACTED]	<a href="http://www.upol.cz/en/welcome-office/health-well-being/#c66924/">www.upol.cz/en/welcome-office/health-well-being/#c66924/</a>

### **4. Additional information**

<b>Receiving institution</b> [Erasmus code]	<b>Information on recognition process / other useful information:</b>	<b>Contact details</b> (email, phone)	<b>Website for information</b>
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<b>E BARCELO02</b>	<b>Grading system</b>		
	<b>Grade</b>		<b>ECTS Grade</b>
	<b>10.0</b>	<b>Matrícula de Honor</b>	A+
	<b>9,0 – 10,0</b>	<b>Sobresaliente</b>	A
	<b>7,0 – 8,9</b>	<b>Notable</b>	B
	<b>5,0 – 6,9</b>	<b>Aprobado</b>	C
	<b>0 – 4,9</b>	<b>Suspenso</b>	F
	<b>No avaluable</b>	<b>No evaluable</b>	<b>Non-assessable:</b> When a student cannot provide enough evidence of having followed the class adequately to receive a global grade, s/he will get a non-assessable grade in his/her report.
1 credit at the <i>Universitat Autònoma de Barcelona</i> equals 1 ECTS			
<b>CZ OLOMOUC01</b>	Course Catalogue		<a href="http://study.upol.cz/?lang=en">http://study.upol.cz/?lang=en</a>

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]*

### **Any other information regarding the terms of the agreement (optional)**

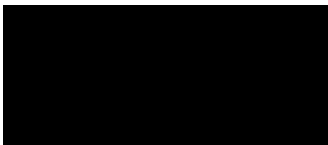

CZ OLOMOUC01

- 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.

### **Termination of the agreement**

*[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]*

#### **G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

<b>Institution [Erasmus code]</b>	<b>Name, function</b>	<b>Date</b>	<b>Signature<sup>4</sup></b>
<b>E BARCELO02</b>		04/07/24	
<b>CZ OLOMOUC01</b>	 Erasmus+ Institutional Coordinator	08/07/24	

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<sup>4</sup> Scanned signatures are accepted