



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 ¹

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.

¹ 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*
Start of validity	[2024/2025]
End of validity	[2029/2030]

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)
<p>Palacký University Olomouc Křížkovského 8, 77147 Olomouc, Czech Republic</p> <p>Faculty of Education Žižkovo náměstí 5 779 00 Olomouc, Czech Republic</p> <p>Institute of Foreign Department of English</p>	<p>CZ OLOMOUC01</p>	<p>Institutional Coordinator: [REDACTED]</p> <p>Faculty coordinator: [REDACTED]</p> <p>Departmental coordinator: [REDACTED]</p>	<p>https://www.upol.cz/</p> <p>https://www.pdf.upol.cz/en/</p>
<p>Universitat de les Illes Balears</p> <p>Ctra de Valldemossa km7.5, 07122 Palma. SPAIN</p> <p>Tel. [REDACTED] Fax [REDACTED]</p>	<p>E PALMA01</p>	<p>Agreement promoter: [REDACTED]</p> <p>Administrative staff [REDACTED]</p>	<p>www.uib.cat/</p> <p>https://www.uib.eu/Learn/estudis-de-grau/</p>

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) *	Field of education – Clarification (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 OLOMOUC 01	E PALMA01	0230	Languages		1 st	4	10		
E PALMA01	CZ OLOMOUC 01	0230	Languages		1 st	4	10		

☒ 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 number of staff]	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>

CZ OLOMOUC 01	E PALMA01	0230	Languages	2	10	2	10
E PALMA01	CZ OLOMOUC 01	0230	Languages	2	10	2	10

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 OLOMOUC01	0230	English	Czech	B2	C1
E PALMA01	0230	Spanisch	English	B2	C1

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
CZ OLOMOUC01	May 15th (nomination visa students) May 31st (nomination non-visa students)	October 31 st
E PALMA01	Nominations deadline: 30 April	Nominations deadline: 30 September

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>

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
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
CZ OLOMOUC01		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/
E PALMA01	Application deadline: 30 June	Application deadline: 30 November

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 Provisional course selection/Learning Agreement	Evidence of English at B2 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.	
E PALMA01	European Health Card or a private medical insurance - Applicants with a non-EU-citizenship have always to apply for a Schengen student's visa for		N/A

	Spain before departure.		
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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:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
CZ OLOMOUC01	- Reduced mobility - Hearing impairments - Visual impairments			www.upol.cz/en/welcome-office/health-well-being
E PALMA01		Special Needs Support Office		https://oficinasuport.uib.cat/

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 OLOMOUC01		www.international.upol.cz/en/exchange-programmes/im-an-exchange-student/
E PALMA01		http://www.uib.es/mobilitat/Intercanvis-a-la-UIB https://www.uib.es/es/taulers/habitatge/

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 OLOMOUC01		www.upol.cz/en/welcome-office/visa-residence-permit/students/
E PALMA01		http://www.uib.es/mobilitat/Intercanvis-a-la-UIB

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 OLOMOUC01		www.upol.cz/en/welcome-office/health-well-being/#c66924/
E PALMA01		http://www.uib.es/mobilitat/Intercanvis-a-la-UIB

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
E PALMA 01	UIB GRADING & CREDIT		

	RECOGNITION * (see below)		
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***UIB grading & credit recognition:**

E PALMA01 – REGULATORY AGREEMENT of July 22nd 2010 by virtue of which the regulation governing University of Balearic Island student exchange programmes is approved. (<https://seu.uib.cat/fou/acord/94/9492.html>)

Article 34. Yardstick for the recognition of credits

When credits are recognized and grades are assigned for each subject the students have studied, the following guidelines shall be taken into account in order of preference:

ECTS grades	Terms used in English	UIB grading interval/grade	Term
A	Distinction ¹	9.5-10 / 10	Matrícula d'honor ²
A	Excellent	9-10 / 9.5	Excellent
B	Very good	8-8.9 / 8.5	Notable
C	Good	7-7.9 / 7.5	Notable
D	Satisfactory	5.9-6.9 / 6.5	Aprovat
E	Pass	5-5.9 / 5	Aprovat
F/FX	Fail	<5 / 4	Suspens

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

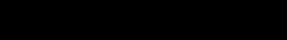
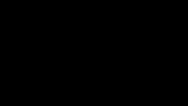
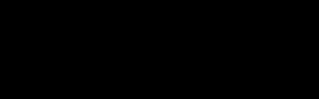
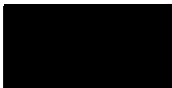
CZ OLOMOUC01

- 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.

Termination of the agreement

The involved institutions 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. 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 OLOMOUC01	 Erasmus+ Institutional Coordinator		 Datum: 2025.04.14 15:45:47 +02'00'
E PALMA01			 Fecha: 2025.03.31 11:27:00 +02'00'

⁵ Scanned signatures are accepted