



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018/19 - 2020/21² **between programme countries**

[Minimum requirements]³

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

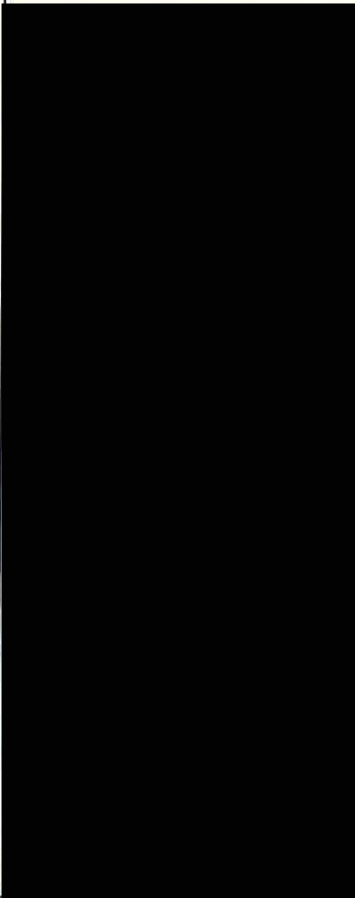
Name of the institution (and department, where relevant)	Erasmus code	Contact details⁴ (email, phone)	Website (eg. of the course catalogue)
Universitat Politècnica de Catalunya-BarcelonaTech FME (School of Mathematics and Statistics)	E BARCELO03		www.fme.upc.edu

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

Brno University of Technology (BUT) Faculty of Mechanical Engineering (FME)	CZ BRNO01	Faculty contact person: 	http://www.fme.vutbr.cz/en/zo/
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B. Mobility numbers⁵ 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 * [ISCED] D]	Subject area name *	Study cycle (BSc, MSc and PhD)	Number of student mobility periods		
					Student Mobility for Studies		
					Students	Student months	Student months (=sum)

⁵ 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>)

E BARCELO03	CZ BRNO01	0541	Mathematics	2 nd	1	6	6
CZ BRNO01	E BARCELO03	0541	Mathematics	2 nd	1	6	6

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
E BARCELO03	CZ BRNO01	0541	Mathematics	2 teachers/ 15 days	-
CZ BRNO01	E BARCELO03	0541	Mathematics	2 teachers/ 15 days	-

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 instruc- tion 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E BARCELO03	Mathematics and Statistics	English	Catalan/Spanish	B2	B2
CZ BRNO01	Engineering	English		B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁶ 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>

D. Additional requirements

UPC BarcelonaTech: UPC BarcelonaTech can provide some support to welcome students and staff with disabilities; depending on the individual cases, with prior agreement between both institutions. There is a service at UPC to give general orientation to people with disabilities; but no additional personnel or economic support is provided.

BUT Brno: Meeting all pending obligations towards Faculty Campus Library (returning all borrowed books, pay potential late return fees or compensate for lost items) is a condition for a successful closure of your University exchange programme. Your documentation will not be sent if any such obligations are not fulfilled.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E BARCELO03	15 May	15 November
CZ BRNO01	31 May	15 November

2. The receiving institution will send its decision within 4 weeks.
3. FME - UPC sends transcripts of records approximately within 4 weeks after the examinations period.
4. Termination of the agreement

If one or both parties wish to terminate the agreement a notice period 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."

In the event that notice of termination of the agreement is given, students who have already been selected and accepted for the exchange programme may still participate. Notwithstanding the termination of the agreement, each institution agrees that it will continue to fulfil its responsibilities to Exchange Students already registered at their institution until the completion of their particular exchange period.

F. Information

1. Grading systems of the institutions

UPC BarcelonaTech:

For information about the grading system, see:

http://www.upc.edu/learning/courses/Bachelors-degrees/frequently-asked-questions?set_language=en

The transcripts of records obtained reflect the name of the subjects in English, the ECTS grades and local grades.

BUT: <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 information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E BARCELO03		http://www.upc.edu/sri/en
CZ BRNO01		https://www.vutbr.cz/en/studies/information-on-visa

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
E BARCELO03		http://www.upc.edu/esports/serveis/assegurances
		https://www.vutbr.cz/en/studies/ects-catalogue/insurance

CZ BRNO01		
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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
E BARCELO03		http://www.upc.edu/sri/en http://www.resahousing.com/
CZ BRNO01		http://www.kam.vutbr.cz/english/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
E BARCELO03		24/01/2018	
CZ BRNO01		24/01/2018	

⁷ Scanned signatures are accepted