



# Erasmus+ Programme

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

### Inter-institutional agreement 2017/2018-2020/21 between programme countries

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	Erasmus code	Contact details <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
<b>University of Ostrava</b> <b>Faculty of Arts</b> Department of Slavonic Studies – Polish section	CZ OSTRAVA02	<u>Institutional Coordinator:</u> Mgr. Kamila Danihelková  Tel.: +420 597 09 1015 Email: kamila.danihelkova@osu.cz Dvořákova 7 Ostrava 702 00 Czech Republic <u>Faculty Coordinator</u> Ing. Lada Gottwaldova Faculty of Arts, University of Ostrava Ostrava Reální 5, 701 03 Ostrava Czech Republic Tel.: +420 597 09 1806 <b>Fax: +420 59 6113 009</b> <b>E-mail: <a href="mailto:lada.gottwaldova@osu.cz">lada.gottwaldova@osu.cz</a></b>	<a href="http://www.osu.cz/">http://www.osu.cz/</a>  <a href="http://www.osu.eu/exchange-students/erasmus">http://www.osu.eu/exchange-students/erasmus</a>
<b>Prešovská univerzita v Prešove</b> Filozofická fakulta Katedra stredoeurópskych štúdií	SK PRESOV01	<b>Erasmus Institutional Coordinator:</b> doc.Ing. Ladislav Suhanyi, PhD. MBA <a href="mailto:erasmus@unipo.sk">erasmus@unipo.sk</a> Phone:+421 51 75 63 121	<a href="http://www.unipo.sk/en/en/international-relationships/erasmus">http://www.unipo.sk/en/en/international-relationships/erasmus</a>

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

		<b>Departmenta Coordinator:</b> name:Mgr. Marek Mitka, PhD. Ul. 17 Novembra 1, 08001 Prešov Email:marek.mitka@unipo.sk Phone:+4215175770321	
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## B. Mobility numbers 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]	Subject area name *	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study] *	
CZ OSTRAVA02	SK PRESOV01	0231	Languages	1st, 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 students/10 months	
SK PRESOV01	CZ OSTRAVA02	0231	Languages	1st, 2 <sup>nd</sup> , 3 <sup>rd</sup>	2 students/10 months	

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 *
CZ OSTRAVA02	SK PRESOV01	0231	Languages	2 x 5 days	Only by individual agreement
SK PRESOV01	OSTRAVA02	0231	Languages	2 x 5 days	Only by individual agreement

### 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ OSTRAVA02	0231	Polish	Czech	B2 – Polish Czech,	B2
I SK PRESOV01	0231	Czech	Polish	B2 – Czech, Polish	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

### D. Additional requirements

The institutions provide the infrastructure to welcome students and staff with disabilities according to the requirements of the ECHE.

CZ OSTRAVA02: <http://pyramida.osu.cz/>

SK PRESOV01:

- Before sending formal applications, students must be officially nominated by their home universities
- Application documents received after application deadlines will not be accepted.
- In case, if the application documents are't in Slovak, English or Czech language, the applicant have to add the authorized translation of these documents.
- Exchange studies for PhD students are organized according to individual plans.
- It is not possible for exchange students fo defend ther BA/MA/PfD thesis at the host university.
- Incoming international staff members shold apply for visits to the departmental coordinators of the respective fakulty (<http://unipo.sk/en/en/internationa-relations/staffmobility>)
- Applicants with special needs will be contacted before the final approval of the acceptance. Final decision depends on extra services/facilities available

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ OSTRAVA02	31 May	31 October
SK PRESOV01	15 June	15 November

2. The receiving institution will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 6 weeks after the assessment period has finished at the receiving HEI.

**CZ OSTRAVA02:** Transcripts of records are issued by the International Office immediately after the examination period and handed to the incoming students before their departure

*[\* to be adapted in case of a trimester system]*

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution upon the student's departure or, in any case, 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]*
4. Termination of the agreement

Either party can terminate the agreement by informing the other party expressly in writing. In case of a unilateral termination of the agreement, 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. Students selected prior the date of notification must be admitted by the receiving institution. Neither the European Commission nor the National Agencies can be held responsible in case of conflict.

## F. Information

1. Grading systems of the institutions

**CZ OSTRAVA02:**

Points	Examination (Alphabetical six- point scale)	Examination (Numerical six- point scale)	Subject pass without examination
91 – 100	A	1	Pass

81 – 90	B	1.5	
71 – 80	C	2	
61 – 70	D	2.5	
51 – 60	E	3	
0 – 50	F	4	Fail

SK PRESOV01 :the following scale is used for all types of evaluations/examinations:

Grade	Meaning	Comments	Corresponding
ECTS grade			
A	excellent	able achievements = 1	A
B	very good	above – average achievements = 1,5	B
C	good	average achievements = 2	C
D	laudable	acceptable achievements = 2,5	D
E	satisfactory	achivements fulfil only the minimum criteria = 3	E
FX	unsatisfactory	achivements do not fulfil even the minimum criteria = 4	F/FX-
	fail		

## 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
CZ OSTRAVA02	<a href="mailto:lada.gottwaldova@osu.cz">lada.gottwaldova@osu.cz</a>	<a href="http://www.mzv.cz/jnp/en/information_for_alien/index.html">http://www.mzv.cz/jnp/en/information_for_alien/index.html</a>
SK PRESOV01	<a href="mailto:incoming@unipo.sk">incoming@unipo.sk</a> +421 51 75 63 147	<a href="http://www.mzv.sk/en/consular_info/visa">http://www.mzv.sk/en/consular_info/visa</a>

## 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
CZ OSTRAVA02	<a href="mailto:lada.gottwaldova@osu.cz">lada.gottwaldova@osu.cz</a>	<a href="http://www.osu.eu/exchange-students/erasmus">http://www.osu.eu/exchange-students/erasmus</a>
SK PRESOV01	<a href="mailto:incoming@unipo.sk">incoming@unipo.sk</a> +421 51 75 63 147	<a href="http://unipo.sk/en/en/international-relationships/infoapplicants/appl/insurance">http://unipo.sk/en/en/international-relationships/infoapplicants/appl/insurance</a>

#### **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
CZ OSTRAVA02	<a href="mailto:lada.gottwaldova@osu.cz">lada.gottwaldova@osu.cz</a>	<a href="http://koleje.osu.eu/">http://koleje.osu.eu/</a>
SK PRESOV01	<a href="mailto:incoming@unipo.sk">incoming@unipo.sk</a> +421 51 75 63 147	<a href="https://www.unipo.sk/en/links/en-students-dormitory">https://www.unipo.sk/en/links/en-students-dormitory</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
CZ OSTRAVA02	prof. PhDr. Aleš Zářický, Ph.D.  Dean of the Faculty of Arts		
SK PRESOV01	Doc. Ing. Ladislav Suhanyi, Ph.D. MBA Erasmus Institutional Coordinator		

<sup>2</sup> Scanned signatures are accepted.

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