



# Erasmus+ Programme

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

### Inter-institutional agreement 2018/19-2020/21 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 (and department, where relevant)	Erasmus code	Contact details <sup>1</sup> (email, phone)	Website (eg. of the course catalogue)
Van Hall Larenstein, University of Applied Sciences	NL VELP05	<u>Institutional coordinator:</u> xxxxxxxxxxxx Institutional Erasmus Coordinator xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx Program Coordinator Internationalization xxxxxxxxxxxx xxxxxxxxxxxx xxxxxxxxxxxx Erasmus coordinator xxxxxxxxxxxx	<a href="http://www.vhluniversity.com">http://www.vhluniversity.com</a> course catalogue: <a href="http://www.vhluniversity.com/vhl-studies/minor.aspx">http://www.vhluniversity.com/vhl-studies/minor.aspx</a>

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



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 periods]	Student Mobility for Traineeships *
CZ PRAHA01	NL VELP05	05	Natural sciences, mathematics and statistics	1	4x5 months=20 months	
NL VELP05	CZ PRAHA01	05	Natural sciences, mathematics and statistics	1	4x5 months=20 months	

\* 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 or average duration can be indicated if relevant.]

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]	Staff Mobility for Training *
CZ PRAHA01	NL VELP05	05	Natural sciences, mathematics and statistics	1 week, 2 persons, 8 hours	

NL VELP05	CZ PRAHA01	05	Natural sciences, mathematics and statistics	1 week, 2 persons, 8 hours	
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### 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 <sup>2</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
NL VELP05		English		B2 English	B2 English
CZ PRAHA01		Czech	English	B2	B2

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

### D. Additional requirements

*[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]*

Van Hall Larenstein, University of Applied Sciences welcomes students and staff members with disabilities, however acceptance requires approval (in case of students: during the online nomination period, in case of staff members: when applying). More information: <http://www.vhluniversity.com/vhl-studies/contact/student-counselors.aspx>

CZ PRAHA01 does not have facilities to welcome students and staff with disabilities.

### E. Calendar

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

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<sup>2</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>

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
NL VELP05	14 May	14 October
CZ PRAHA01	Nomination deadline: June 15 <sup>th</sup>	Nomination deadline: November 15 <sup>th</sup>
	Student Application deadline: June 30 <sup>th</sup>	Student Application deadline: November 30 <sup>th</sup>

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

2. The receiving institution will send its decision within the following time frame:

**NL VELP05:** within 6 weeks

**CZ PRAHA01:** within 6 weeks

3. 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.

4. Termination of the agreement

This agreement will remain in effect for the above determined period of validity or until the involved institutions both agree in the discontinuation of the exchanges. 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 2014 will only take effect as of 1 September 2014+1. NB: Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

### 1. Grading systems of the institutions

NL VELP05:

<p><b>Course Load per Semester:</b></p> <p>30 ECTS (European Credit Transfer System), that means in average 4 courses.</p>			
<p><b>Grading:</b></p> <p>A student's workload is measured in ECTS credits. According to Dutch law, one credit represents 28 hours of work and 60 credits represents one year of full-time study. The grading system used in the Netherlands is on a scale from 1 (very poor) to 10 (outstanding). Grading scales are generally absolute, as opposed to sliding scales in which students are measured against each other in terms of achievement. In the Netherlands a student needs at least 5.5 (out of 10) to have a (bare) pass. The following table compares the Dutch with the ECTS grading systems.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Dutch Grade</td> <td>ECTS-Grade</td> <td>Definition</td> </tr> </table>	Dutch Grade	ECTS-Grade	Definition
Dutch Grade	ECTS-Grade	Definition	

	8 - 10	A	Excellent
	7 - 8	B	Very Good
	6 - 7	C	Good
	6 – 6.4	D	Satisfactory
	5.5 - 6	E	Sufficient
	< 5.5	F	Fail

When no numerical mark is given, 'v' or *voldoende* and 'o' or *onvoldoende*, indicate 'satisfactory' and 'unsatisfactory' respectively. *Vrij* or *Vrijstelling* indicates exemption.

### CZ PRAHA01

ECTS Grade	Numerical conversion in %	Definition	
A	100 - 90	EXCELLENT	Outstanding performance with only minor errors
B	89 - 80	VERY GOOD	Above the average standard but with some errors
C	79 - 70	GOOD	Generally sound work with a number of notable errors
D	69 - 60	SATISFACTORY	Fair but with significant shortcomings
E	59 - 50	SUFFICIENT	Performance meets the minimum criteria
FX	< 50	FAIL	Some more work required before the credit can be awarded
F	< 50	FAIL	Considerable further work is required
Z	-	PASS	Course without examination Special UCT symbol

## 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
NL VELP05	XXXXXXXXXX XXXXXXXXXX	<a href="http://www.vhluniversity.com/vhl-studies/application/practical-matters/immigration.aspx">http://www.vhluniversity.com/vhl-studies/application/practical-matters/immigration.aspx</a>
CZ PRAHA01	<b>Incoming students:</b> XXXXXXXXXX <a href="#">XXXXXXXXXX</a>	<a href="http://study.vscht.cz/erasmusplus/before-arrival">http://study.vscht.cz/erasmusplus/before-arrival</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
NL VELP05	XXXXXXXXXX XXXXXXXXXX	<a href="http://www.vhluniversity.com/vhl-studies/application/practical-matters/insurance.aspx">http://www.vhluniversity.com/vhl-studies/application/practical-matters/insurance.aspx</a>
CZ PRAHA01	<b>Incoming students:</b> XXXXXXXXXX <a href="#">XXXXXXXXXX</a>	<a href="http://study.vscht.cz/erasmusplus/before-arrival">http://study.vscht.cz/erasmusplus/before-arrival</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
NL VELP05	XXXXXXXXXX	<a href="http://www.vhluniversity.com/vhl-studies/application/practical-matters/housing.aspx">http://www.vhluniversity.com/vhl-studies/application/practical-matters/housing.aspx</a>
CZ PRAHA01	<b>Incoming students:</b> XXXXXXXXXX <a href="#">XXXXXXXXXX</a>	<a href="http://study.vscht.cz/erasmusplus/before-arrival">http://study.vscht.cz/erasmusplus/before-arrival</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
NL VELP05	<b>XXXXXXXXXX</b> Chairman of the Executive Board		Signature and Stamp
CZ PRAHA01	<b>XXXXXXXXXX</b> Head of International Relations Office		Signature and Stamp

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<sup>3</sup> Scanned signatures are accepted