



Erasmus+ Programme
Key Action 1
- Mobility for learners and staff -
Higher Education Student and Staff
Mobility

Inter-institutional agreement 2014-2021
between programme countries
[Minimum requirements]¹

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 ² (email, phone)	Website (eg. of the course catalogue)
University of Granada Vice-Rector's Office for International Relations and Development Cooperation	E GRANADA01	Complejo Admvo. Triunfo, Cuesta del Hospicio, s/n E-18071 Granada Tel.: +34 958 241 990; Fax.: +34 958 243 009; vrinternacional@ugr.es	www.ugr.es http://internacional.ugr.es/
Faculty of Education and Humanities (Melilla Campus)		María López-Vallejo, Vice-dean for International Relations Calle Santander, 1 52071 Melilla (España) Tel.: +34-952698722 Mob.: +34-605050052 Fax: +34-952691357 inves_faedumel@ugr.es / rrii_faedumel@ugr.es	http://faedumel.ugr.es
Technical University of Liberec Faculty of Science, Humanities and Education	CZ LIBEREC01	Institutional Coordinator Ing. Kateřina Feckaničová Studentská 2, 461 17, Liberec, Czech Republic. erasmus@tul.cz	http://www.tul.cz/en

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

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Faculty (Departmental) coordinator: Mgr. Daniela Bímová, Ph.D. daniela.bimova@tul.cz	
International Affairs Academic Contact		List of ECTS Coordinators and Course Catalogue: http://www.tul.cz/en/international-relations/llp-erasmus	

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 September in the preceding academic year.

Student Mobility for Studies

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle ⁴	Number of student mobility periods ⁵
E GRANADA01	CZ LIBEREC01	011	EDUCATION, TEACHER TRAINING	1st	2 X 9 (18 months)
CZ LIBEREC01	E GRANADA01	011	EDUCATION, TEACHER TRAINING	1st	4 X 4,5 (18 months)

³ ISCED Area Code: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

⁴ 1st: undergraduate, 2nd: master or 3rd: PhD. Faculties and Schools are only allowed to sign undergraduate mobility exchange agreements. For 2nd (master) or 3rd (PhD) mobility agreements The International School for Postgraduate Studies must be contacted. epinternacional@ugr.es

⁵ Total number of months of the study period.

Staff Mobility for Teaching

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 ⁶
E GRANADA01	CZ LIBEREC01	011	EDUCATION, TEACHER TRAINING	2 (10 days)
CZ LIBEREC01	E GRANADA01	011	EDUCATION, TEACHER TRAINING	2 (10 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]	Language of instruction 1	Language of instruction 2 ⁷	Recommended language of instruction level ⁸	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
E GRANADA01	Spanish		B1 ⁹	B2
CZ LIBEREC01	Czech/English	English	B1	B2

Where there is a compulsory language requirement, it must be indicated in this agreement. For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁶ Total number of days of teaching periods or average duration

⁷ Language of instruction is described in the Course Catalogue at <http://www.ugr.es/pages/estudios>

⁸ 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>

⁹ B1 Language accreditation is recommended at undergraduate level and compulsory at master level.

D. Additional requirements¹⁰

Additional requirements at the University of Granada

UGR Orientation Week is compulsory for incoming students

The University of Granada has the infrastructure to welcome students and staff with disabilities. See <http://ve.ugr.es/pages/sae>

Additional requirements at Technical University of Liberec

In case of additional requirements of academic, organisational or other aspects (e.g. students with special needs), please consult our website: <http://www.tul.cz/en/international-relations/llp-erasmus> or contact the Erasmus Office: erasmus@tul.cz.

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 GRANDA01	JUNE	OCTOBER
CZ LIBEREC01	30th June (15 th June if the student needs a Visa)	30th November (15th November if the student needs a Visa)

2. The receiving institution will send its decision within six weeks.
3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
E GRANDA01 ¹¹	September – February	February - July
CZ LIBEREC01	September- February	February - July

4. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.
5. Termination of the agreement: In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *This means*

¹⁰ 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. [Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

¹¹ See information sheet for the current year <http://internacional.ugr.es/pages/perfiles/socios/socios>

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 a conflict.

F. Information

1. Grading systems of the institutions

University of Granada grading system

In the Spanish university system, each course unit is graded on a scale from 0 to 10 points, and each numerical grade corresponds to a qualitative grade as follows: Suspenso (Fail): 0-4.9 - Aprobado (Pass): 5- 6.9 - Notable (Good): 7- 8.9 - Sobresaliente (Very Good): 9- 10 - Matricula de Honor: A special mention for outstanding performance limited to a maximum of 5% of students registered in a given course unit group. When a student does not take the corresponding examination or final assessment, this is reflected as No Presentado (Absent). To pass a course unit, a student must receive a grade of at least 5 points out of 10.

Statistical distribution of grades according to the descriptions in the ECTS users' guide¹² will be available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>. For mobility where Statistical distribution of grades is not available the University of Granada will apply the conversion table available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>.

Technical University of Liberec grading system

TUL uses the ECTS credit system described at:

http://www.tul.cz/en/ects/ects-credit-allocation_106

The symbols of course unit duration: (Y) 1 full year academic year and (S) 1 semester.

In addition to ECTS, TUL uses the local numeral grade system as following:

(1) Excellent, (1-) Excellent Minus, (2) Very Good, (2-) Very Good Minus, (3) Good and (4) Fail.

(R) Satisfactory Completion of Course – No Grade.

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:

¹² http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E GRANADA01	International Relations and Development Cooperation Office e-mail: intlinfo@ugr.es Tel: +34 958 249 030	http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain
CZ LIBEREC01	Veronika Jehličková erasmus@tul.cz Tel: +420 485353749	Students with non-EU nationality should inform by e-mail (erasmus@tul.cz) about the town where they have applied for the VISA in their home country. Acceptance letters in Czech and English languages will be sent to the International Office of the home university. http://www.mvcr.cz/mvcren/article/a-visa-for-a-stay-of-over-90-days-long-term.aspx

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 GRANADA01	International Relations and Development Cooperation Office e-mail: intlinfo@ugr.es Tel: +34 958 249 030	http://internacional.ugr.es/pages/movilidad/estudiantes/salientes/seguros/seguros
CZ LIBEREC01	Veronika Jehličková erasmus@tul.cz Tel: +420 485353749	We accept EU health insurance card, students with non-EU nationality should show their insurance contract at arrival. http://www.mzcr.cz/prevence/uk/uk.html

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 GRANADA01	OFICINA DE GESTION DE ALOJAMIENTOS C/ Doctor Severo Ochoa, s/n Tel.: 00 34 958 244072 Fax: 00 34 958 243134 E-mail: alojamiento@ugr.es	http://estudiantes.ugr.es/alojamientos3/

CZ LIBEREC01	Veronika Jehličková erasmus@tul.cz Tel: +420 485353749	Accommodation is booked at Harcov Residence Halls by TU Liberec Erasmus Office upon acceptance of the student. There is no need to send a special application form or to register. To inform about the time of arrival: us.koleje@tul.cz ☐
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹³
E GRANADA01	Signed by delegation of the Rector: María Á. López Vallejo, Vice dean for Relations International of the Faculty	30.3.2015	
CZ LIBEREC01	Doc.PhDr. Soňa Jandová, Ph.D. Vice Rector for Public Affairs	8.3.2015	

¹³ Scanned signatures are accepted