



# Erasmus+ Programme



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

### Inter-institutional agreement 2014-21 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 (email, phone)	Website (eg. of the course catalogue)
<b>Czech University of Life Sciences Prague</b>  Faculty of Economics and Management	<b>CZ PRAHA02</b>	Kamýcká 129 165 21 Praha – Suchbátka Czech Republic  <b>Erasmus Institutional Coordinator</b> Martina Vilimovská +420 224 38 20 71 <a href="mailto:vilimovska@rektorat.czu.cz">vilimovska@rektorat.czu.cz</a>  <b>Departmental Coordinator</b> <b>Jan Hučko</b> <a href="mailto:huckoj@pef.czu.cz">huckoj@pef.czu.cz</a>  tel: 420 224 382 323, tel/fax: +420 234 381 804	<a href="http://www.czu.cz">http://www.czu.cz</a>  ECTS Package/Course Catalogue: <a href="http://www.czu.cz/en/?r=4875">http://www.czu.cz/en/?r=4875</a>  Web page: <a href="http://www.czu.cz">http://www.czu.cz</a> Course Catalogue: <a href="http://ects.czu.cz">http://ects.czu.cz</a> <a href="http://msc.pef.czu.cz">http://msc.pef.czu.cz</a>
<b>UNIVERSITA DEGLI STUDI DI MESSINA</b>	<b>I MESSINA01</b>	<b>Institutional Coordinator:</b> Dott.ssa Grazia De Tuzza Institutional Erasmus Coordinator Settore Relazioni Internazionali Piazza S. Pugliatti, 1 98122 Messina Italy Phone: +39 090 676 8500/8531/8532/8506 Fax: +39 090 6768332 Email: <a href="mailto:relint@unime.it">relint@unime.it</a>  <b>Departmental Coordinator:</b> Prof. Giovanni Moschella Erasmus Departmental Coordinator Dept. of Juridical Sciences and History of the Institutions e-mail: <a href="mailto:moschel@unime.it">moschel@unime.it</a>	<a href="http://relint.unime.it/en/">http://relint.unime.it/en/</a>  <a href="http://www.unime.it/dipartimenti/disgesi/offerta">http://www.unime.it/dipartimenti/disgesi/offerta</a>

## B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one 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]	Subj ect area code * [ISCE D]	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  [n° of student(s) x months (total n° of months)*]	Student Mobility for Trainees hips * TBD= To be determined
I MESSINA01	CZ PRAHA02	04	Business, administration and law,	1 <sup>st</sup> , 2 <sup>nd</sup>  3 <sup>rd</sup>	4x10 (40)	TBD
CZ PRAHA02	I MESSINA01	04	Business, administration and law,	1 <sup>st</sup> , 2 <sup>nd</sup>  3 <sup>rd</sup>	4x10 (40)	TBD

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subj ect area code * [ISCE D]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching  TBD= To be determined	Staff Mobility for Training * TBD= To be determined
I MESSINA01	CZ PRAHA02	04	Business, administration and law,	1/5	1/5
CZ PRAHA02	I MESSINA01	04	Business, administration and law,	1/5	1/5

## 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>1</sup>	
				Student Mobility for Studies Minimum recommended level: B1	Staff Mobility for Teaching Minimum recommended level: B2
CZ PRAHA02	All	English	Czech	B1	B2
I MESSINA01		Italian		B1	B2

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

#### 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]*

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

#### Infrastructure to welcome students and staff with disabilities at CZ PRAHA02:

<http://www.czu.cz/en/?r=4896>

#### I MESSINA01

The University of Messina welcomes students and staff with disabilities. For questions regarding services to students in need of individual arrangements in connection with studies and/or examinations, please see the following link: [http://www.unime.it/sezione\\_disabili/](http://www.unime.it/sezione_disabili/)

#### 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 PRAHA02	15 June	15 November
I MESSINA01	Nomination deadline: May 15th Application Form: May 30 <sup>th</sup>	Nomination deadline: October 15 <sup>th</sup> Application Form: October 30 <sup>th</sup>

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

2. The receiving institution will send its decision within 6 weeks after the deadline.

<sup>1</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>

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. 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. 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."*

## F. Information

### 1. Grading systems of the institutions

#### **CZ PRAHA02**

Local grade 1 = A (ECTS grade)
Local grade 2 = B (ECTS grade)
Local grade 3 = D (ECTS grade)
Local grade 4 = F (ECTS grade)
Local "Zápočet" = Credited / Passed * = Student achievements in some subjects are not graded only "credited", where the student has attained a satisfactory level.

*Partner university grading system*

#### **I MESSINA01:**

<http://relint.unime.it/en/internazionalizzazione/diploma-supplement/>

<http://relint.unime.it/files/2012/09/Tabelle-di-Conversione-voti-con-il-sistema-ECTS-DM270-04.pdf>

### 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>CZ PRAHA02</b>	Jitka Malaťáková +420 224 38 33 51 <a href="mailto:malatakova@rektorat.czu.cz">malatakova@rektorat.czu.cz</a>	<a href="http://www.czu.cz/en/?r=957&amp;i=1673">http://www.czu.cz/en/?r=957&amp;i=1673</a> <a href="http://www.czu.cz/en/?r=1719">http://www.czu.cz/en/?r=1719</a>
<b>I MESSINA01</b>	<a href="mailto:relint@unime.it">relint@unime.it</a>	<a href="http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf">http://relint.unime.it/files/2012/09/Incoming-Erasmus-Handbook2.pdf</a> (see Compulsory fulfillments-Italian immigration rules)

### 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 PRAHA02	Jitka Malaťáková +420 224 38 33 51 malatakova@rektorat.czu.cz	<a href="http://www.czu.cz/en/?r=957&amp;i=1673">http://www.czu.cz/en/?r=957&amp;i=1673</a> <a href="http://www.czu.cz/en/?r=1719">http://www.czu.cz/en/?r=1719</a>
I MESSINA01	relint@unime.it	<a href="http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/">http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/</a> (see Health insurance)

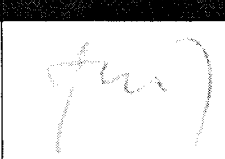
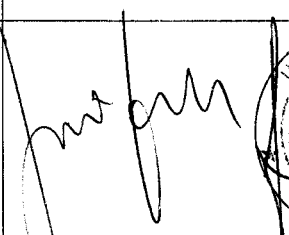

#### 4. Housing

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 PRAHA02	Jitka Malaťáková +420 224 38 33 51 malatakova@rektorat.czu.cz	<a href="http://www.czu.cz">www.czu.cz</a>
I MESSINA01	relint@unime.it	<a href="http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/">http://relint.unime.it/en/mobilita-in-entrata/informazioni-utili/</a> (see Accommodation and meals)

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>2</sup>
CZ PRAHA02	doc. Ing. Karel Tomšík, Ph.D.  Vice-dean for International Relations	29.10. 2013	
I MESSINA01	Prof. Pietro Navarra Rector	18 MAR. 2014	 

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

*Handwritten initials/signature*