



# Erasmus+ Programme

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

### Inter-institutional agreement 2014/15 - 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<br>(and department, where relevant)  | Erasmus code | Contact details<br>(email, phone)  | Website<br>(eg. of the course catalogue)  |
|--|--------------|--|---|
| Univerzita Jana Evangelisty<br>Purkyne in Usti nad Labem<br><br>Faculty of Production<br>Technology and Management | CZ USTINAD01 | <a href="mailto:international@ujep.cz">international@ujep.cz</a><br>00420 475 286 277<br><a href="mailto:melnicakova@fvtm.ujep.cz">melnicakova@fvtm.ujep.cz</a><br>+420 475 285 538  | <a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a> |
| UNIVERSIDAD DE JAÉN  | E JAEN01     | M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization ;<br>Phone +34 953 212194<br>E-mail: <a href="mailto:secret@ujaen.es">secret@ujaen.es</a><br><br>Sebastian Bruque; International Mobility Programmes<br>Coordinator ; Phone +34 953 212620<br>E-mail: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a><br><br>David Peñafuerte;<br>International Relations Officer; | <a href="http://www.ujaen.es/serv/vicint/home/academic_home.php">http://www.ujaen.es/serv/vicint/home/academic_home.php</a>                         |

|  |  |   |  |
|--|--|---|--|
|  |  | Phone: +34 953 213479<br>E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a> |  |
|--|--|---|--|

## 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<br>(Erasmus code of the sending institution) | TO<br>(Erasmus code of the receiving institution) | Subject area code<br>(ISCED)<br>* | Subject area name                  | Study cycle <sup>1</sup><br>(short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ) | Number of student mobility periods   |  |
|---|---|-----------------------------------|------------------------------------|--|--|--|
|   |   |                                   |                                    |  | Student Mobility for Studies<br>(total number of months per one academic year) | Student Mobility for Traineeships<br>* |
| CZ USTINAD01                                      | E JAEN01  | 52                                | Engineering and engineering trades | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>  | 2x5 = 10   | 3                                      |
| E JAEN01  | CZ USTINAD01                                      | 52                                | Engineering and engineering trades | 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>  | 2x5 = 10   | 3                                      |

<sup>1</sup>1<sup>st</sup>: undergraduate, 2<sup>nd</sup>: master or 3<sup>rd</sup>: PhD  
\* Optional

| FROM<br>(Erasmus code of the sending institution) | TO<br>(Erasmus code of the receiving institution) | Subject area code<br>(ISCED)<br>* | Subject area name                  | Number of staff mobility periods  |                                  |
|---|---|-----------------------------------|------------------------------------|---|----------------------------------|
|   |   |                                   |                                    | Staff Mobility for Teaching<br>(total number of days per one academic year) | Staff Mobility for Training<br>* |
| CZ USTINAD 01                                     | E JAEN01  | 52                                | Engineering and engineering trades | 5   | 5                                |
| E JAEN01  | CZ USTINAD01                                      | 52                                | Engineering and engineering trades | 5   | 5                                |

\* Optional

## 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<br>(Erasmus code) | Subject area name<br>*             | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level                       |  |
|---|------------------------------------|---------------------------|---------------------------|---|--|
|   |                                    |                           |                           | Student Mobility for Studies<br>[Minimum recommended level: B1] | Staff Mobility for Teaching<br>[Minimum recommended level: B2] |
| CZ USTINAD01                            | Engineering and engineering trades | English                   | English                   | B1  | B2   |
| E JAEN01                                | Engineering and engineering trades | Spanish                   | English                   | Spanish B1; or English B1 for courses taught in English         | Spanish B2; or English B2 for courses taught in English        |

\* Optional

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

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

#### E. Calendar

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

| Receiving institution<br>(Erasmus code) | Autumn term                   | Spring term                   |
|---|-------------------------------|-------------------------------|
| CZ USTINAD01                            | 15. 05. non-EU countries      | 01. 11. non-EU countries      |
|   | 15. 06. EU and EFTA countries | 01. 12. EU and EFTA countries |
| E JAEN01                                | 30 June                       | 30 November                   |

2. The receiving institution will send its decision within 5 weeks after deadlines.
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

The involved institutions may agree on the procedure of modifying or terminating the bilateral agreement. In case of unilateral modification or termination, a written notice of at least one academic year ahead will be given. 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 USTINAD01: <http://www.ujep.cz/cz/podle-uzivatele/pro-studenty/dodatek-k-diplomu.html>

#### E JAEN01

| Grade in Spanish Academic Records | Definition         | Numerical mark | Estimated ECTS Grade | Definition                            |
|-----------------------------------|--------------------|----------------|----------------------|---------------------------------------|
| 4                                 | Matrícula de Honor | 10             | A+                   | Top Qualification in Class or Subject |
| 3                                 | Sobresaliente      | 9-10           | A                    | Highest 10%                           |
| 2                                 | Notable            | 7.8-9          | B                    | Next 20%                              |
| 1                                 | Aprobado           | 5.6-9          | C-D                  | Next 65%                              |
|                                   | Suspense           | 0-4.9          | FX-F                 | Not Pass                              |

### 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<br>(Erasmus code) | Contact details<br>(email, phone)   | Website for information   |
|-------------------------------|---|---|
| CZ USTINAD01                  | <a href="mailto:incoming@ujep.cz">incoming@ujep.cz</a><br>00420 475 286 272   | <a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a> |
| E JAEN01                      | David Peñafuerte;<br>International Relations<br>Officer;<br>Phone: +34 953 213479<br>E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a> | <a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</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<br>(Erasmus code) | Contact details<br>(email, phone)   | Website for information   |
|-------------------------------|---|---|
| CZ USTINAD01                  | <a href="mailto:incoming@ujep.cz">incoming@ujep.cz</a><br>00420 475 286 272   | <a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a> |
| E JAEN01                      | David Peñafuerte;<br>International Relations<br>Officer;<br>Phone: +34 953 213479<br>E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a> | <a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</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<br>(Erasmus code) | Contact details<br>(email, phone)   | Website for information   |
|-------------------------------|---|---|
| CZ USTINAD01                  | <a href="mailto:incoming@ujep.cz">incoming@ujep.cz</a><br>00420 475 286 272   | <a href="http://www.ujep.cz/en/welcome/international-relations/erasmus.html">http://www.ujep.cz/en/welcome/international-relations/erasmus.html</a> |
| E JAEN01                      | David Peñafuerte;<br>International Relations<br>Officer;<br>Phone: +34 953 213479<br>E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a> | <a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>                 |

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

| Institution<br>(Erasmus code) | Name, function   | Date            | Signature |
|-------------------------------|--|-----------------|-----------|
| CZ USTINAD01                  | prof. Dr. Ing. František<br>Holešovský, Dean<br><br>Faculty of Production<br>Technology and Management   | 31. 10.<br>2013 |           |
| E JAEN01                      | The Rector (On his behalf by<br>Resolution of June 9th 2011)<br>Signed: M <sup>a</sup> Victoria López Ramón,<br>Vice-Chancellor of<br>Internationalization | 29/10/13        |           |