



# Erasmus+ Programme

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

### Inter-institutional agreement 2016-2021 between programme countries

#### [Minimum requirements]

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)   |
|---|------------------|---|--|
| Veterinární a Farmaceutická<br>Univerzita v Brně<br><br>Palackého tř. 1946/1<br><br>612 42 Brno | <b>CZ BRNO06</b> | <b>Prof. Alfred Hera, DVM, PhD,</b> Institutional coordinator,<br><a href="mailto:prorektorvzv@vfu.cz">prorektorvzv@vfu.cz</a> ; tTF +420 541562020;<br><b>Mgr. Aneta Krejčí,</b> contact person,<br><a href="mailto:krejcia@vfu.cz">krejcia@vfu.cz</a> ; TF +420 541 562 019 | Erasmus incoming information<br><br><a href="http://www.vfu.cz/studies-education/erasmus-for-incomers/index.html">http://www.vfu.cz/studies-education/erasmus-for-incomers/index.html</a>                                    |
| Faculty of Veterinary Hygiene and Ecology   | <b>CZ BRNO06</b> | <b>Ass. Prof. Vladimíra Pištěková, DVM, PhD,</b> Departmental Coordinator,<br><a href="mailto:pistekovav@vfu.cz">pistekovav@vfu.cz</a>  | <a href="http://fvhe.vfu.cz/for-applicants/index.html">http://fvhe.vfu.cz/for-applicants/index.html</a>  |
| UNIVERSIDAD DE JAÉN   | E JAEN01         | Sebastián Bruque Cámara, Vice-President of Internationalization ;<br>Phone +34 953 212194<br>E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a><br><br>Juan Ráez Padilla; Director of International Mobility;<br>Phone +34 953 212620                               | <a href="http://www.ujaen.es/serv/vicint/home/academics_home">http://www.ujaen.es/serv/vicint/home/academics_home</a><br><br><a href="http://estudios.ujaen.es/listadogradados">http://estudios.ujaen.es/listadogradados</a> |

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|       |  | E-mail: <a href="mailto:jraez@ujaen.es">jraez@ujaen.es</a><br>Alina Ocaña Jódar;<br>Head of the International<br>Relations Office;<br>E-mail: <a href="mailto:alocana@ujaen.es">alocana@ujaen.es</a> |  |
| [...] |  |  |  |

## B. Mobility numbers<sup>1</sup> 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<br>code of the<br>sending<br>institution] | TO<br>[Erasmus<br>code of the<br>receiving<br>institution] | Subject<br>area<br>code<br>*<br>[ISCED] | Subject<br>area<br>name<br>* | Study<br>cycle<br>[short<br>cycle,<br>1 <sup>st</sup> ,<br>2 <sup>nd</sup> or<br>3 <sup>rd</sup> ]<br>* | Number of student<br>mobility periods   |  |
|--|--|---|------------------------------|---|---|--|
|  |  |   |                              |   | Student<br>Mobility for<br>Studies<br><br>[total number of<br>months of the<br>study periods or<br>average<br>duration *] | Student<br>Mobility for<br>Traineeships<br>* |
| E JAEN01   | CZ BRNO06  | 0721                                    | Food<br>Science              | 1 <sup>st</sup> , 2 <sup>nd</sup> ,<br>3 <sup>rd</sup>  | 2 students for 5<br>months each   | Only by<br>individual<br>agreement           |
|  |  |   |                              |   |   |  |
|  |  |   |                              |   |   |  |
| CZ<br>BRNO06   | E JAEN01   | 0721                                    | Food<br>Science              | 1 <sup>st</sup> , 2 <sup>nd</sup> ,<br>3 <sup>rd</sup>  | 2 students for<br>5 months<br>each  | Only by<br>individual<br>agreement           |

[\*Optional: subject area code & name and study cycle are optional. 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 | TO | Subject<br>area | Subject<br>area name | Number of staff mobility<br>periods |
|------|----|-----------------|----------------------|-------------------------------------|
|------|----|-----------------|----------------------|-------------------------------------|

<sup>1</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional\*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

| [Erasmus code of the sending institution] | [Erasmus code of the receiving institution] | code *<br>[ISCED] | *            | Staff Mobility for Teaching<br><i>[total number of days of teaching periods or average duration *]</i> | Staff Mobility for Training * |
|---|---|-------------------|--------------|--|-------------------------------|
| E JAEN01                                  |   | 0721              | Food Science | 1 lecturer for 5 days  | 0                             |
|   |   |                   |              |  |                               |
|   |   |                   |              |  |                               |
| CZ BRNO06                                 | E JAEN01                                    | 0721              | Food Science | 1 lecturer for 5 days  | 0                             |

### 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] | Optional: Subject area | Language of instruction 1 | Language of instruction 2 | Recommended language of instruction level <sup>2</sup>                 |   |
|---|------------------------|---------------------------|---------------------------|--|---|
|   |                        |                           |                           | Student Mobility for Studies<br><i>[Minimum recommended level: B1]</i> | Staff Mobility for Teaching<br><i>[Minimum recommended level: B2]</i> |
| E JAEN01                                |                        | Spanish                   | English                   | Spanish B1; or English B1 for courses taught in English                | Spanish B2; or English B2 for courses taught in English               |
| CZ BRNO06                               | Veterinary             | English                   | Czech                     | B1 English   | B2 English  |

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

<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>

## 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.]*

### E JAEN01:

Information for Disabled Students: <http://www10.ujaen.es/conocenos/servicios-unidades/medespeciales/inicio>

*with disabilities.]*

### CZ BRNO06:

[www.vfu.cz](http://www.vfu.cz)

<http://fvhe.vfu.cz/index.html?lang=en>

## E. Calendar

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

| Receiving institution<br>[Erasmus code] | Autumn term*<br>[month] | Spring term*<br>[month] |
|---|-------------------------|-------------------------|
| E JAEN01                                | 30 June                 | 30 November             |
| CZ BRNO06                               | May 15th                | November 15th           |

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

### CZ BRNO06:

Partners should send the applications and filled up learning and/or training agreements to [krejcia@vfu.cz](mailto:krejcia@vfu.cz). The receiving institution will send its decision within 6 weeks.

#### Transcript of Records

A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the end of the exchange period given that the transcript form and all relevant course work has been graded.

#### Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year ahead must be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

2. E JAEN01: The receiving institution will send its decision within 2 weeks

3. E JAEN01: 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

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 20XX will only take effect as of 1 September 20XX+1.

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

#### 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%                              |
|                                   | Suspenso           | 0-4.9          | FX-F                 | Not Pass                              |

G PATRA 01: <https://www.upatras.gr/el/ects>

#### **CZ BRNO06:**

##### **CZ BRNO 06 grading scale:**

| ECTS mark | Numerical value | Definition of evaluation                                    | English equivalent |
|-----------|-----------------|---|--------------------|
| A         | 1               | Excellent, almost perfect knowledge                         | Excellent          |
| B         | 1,5             | Excellent performance with sporadic mistakes                | Very good          |
| C         | 2               | Good knowledge with a higher number of mistakes             | Good               |
| D         | 2,5             | Acceptable knowledge with some flaws                        | Satisfactory       |
| E         | 3               | Knowledge demonstrating minimum criterion of successfulness | Sufficient         |

|    |   |   |      |
|----|---|---|------|
| FX | 4 | Before the awarding of credit additional study is necessary       | Fail |
| F  | 4 | The passing of the examination requires additional thorough study | 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:

| <b>Institution<br/>[Erasmus code]</b> | <b>Contact details<br/>(email, phone)</b>   | <b>Website for information</b>  |
|---------------------------------------|---|---|
| E JAEN01                              | Alina Ocaña Jódar;<br>Head of the International<br>Relations Office;<br>E-mail:<br><a href="mailto:alocana@ujaen.es">alocana@ujaen.es</a> | <a href="http://www.ujaen.es/serv/vicinit/home/index">http://www.ujaen.es/serv/vicinit/home/index</a> |
| CZ BRNO06                             | Mgr. Aneta Krejčí,<br><a href="mailto:krejcia@vfu.cz">krejcia@vfu.cz</a>  | <a href="http://www.vfu.cz">www.vfu.cz</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:

| <b>Institution<br/>[Erasmus code]</b> | <b>Contact details<br/>(email, phone)</b>   | <b>Website for information</b>  |
|---------------------------------------|---|---|
| E JAEN01                              | Alina Ocaña Jódar;<br>Head of the International<br>Relations Office;<br>E-mail:<br><a href="mailto:alocana@ujaen.es">alocana@ujaen.es</a> | <a href="http://www.ujaen.es/serv/vicinit/home/seguro_sanitario">http://www.ujaen.es/serv/vicinit/home/seguro_sanitario</a> |
| CZ BRNO06                             | Mgr. Aneta Krejčí,<br><a href="mailto:krejcia@vfu.cz">krejcia@vfu.cz</a>  | <a href="http://www.vfu.cz">www.vfu.cz</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

| Institution<br>[Erasmus code] | Contact details<br>(email, phone)   | Website for information  |
|-------------------------------|---|--|
| E JAEN01                      | Alina Ocaña Jódar;<br>Head of the International<br>Relations Office;<br>E-mail:<br><a href="mailto:alocana@ujaen.es">alocana@ujaen.es</a> | <a href="http://www.ujaen.es/serv/vicint/home/upload_buddy_ext_f">http://www.ujaen.es/serv/vicint/home/upload_buddy_ext_f</a><br><br><a href="http://www.ujaen.es/serv/vicint/home/alojamiento">http://www.ujaen.es/serv/vicint/home/alojamiento</a> |
| CZ BRNO06                     | Mgr. Aneta Krejčí,<br><a href="mailto:krejcia@vfu.cz">krejcia@vfu.cz</a>  | <a href="http://www.vfu.cz/studies-education/accommodation/index.html">http://www.vfu.cz/studies-education/accommodation/index.html</a>  |

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

| Institution<br>[Erasmus code] | Name, function  | Date     | Signature <sup>3</sup>  |
|-------------------------------|---|----------|---|
| E JAEN01                      | The Rector (On his behalf by<br>Resolution of April 29 <sup>th</sup> 2015)<br>Signed: Sebastián Bruque<br>Cámara,<br>Vice-President for<br>Internationalization | 17/10/16 |  |
| CZ BRNO06                     | Prof. Alfred Hera, DVM,<br>CSc,<br>Institutional coordinator  |          |   |

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

