



# Erasmus+ Programme

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

### Inter-institutional agreement 2017/18 – 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)
University of Southern Denmark	DK ODENSE01	<u>Institutional Coordinator:</u> Ms Tine Noto SDU International, Campusvej 55, DK-5230 Odense M, Denmark Tel.: +45 6550 2098 Email: <a href="mailto:tino@sdu.dk">tino@sdu.dk</a>  <u>Administrative contact:</u> Ms Inger Marie Jessen Tel.: +45 6550 4408 Email: <a href="mailto:imj@sdu.dk">imj@sdu.dk</a>	<a href="http://www.sdu.dk/sduinternational">www.sdu.dk/sduinternational</a>
Brno University of Technology	CZ BRNO01	Erasmus Institutional Coordinator: <i>Bc. Tomáš Lády</i> E-mail: <a href="mailto:lady@ro.vutbr.cz">lady@ro.vutbr.cz</a> Phone: +420 5 4114 5145	

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

Faculty of Electrical Engineering  Technická 10 616 00 Brno Czech Republic		Administrative Contact: <i>Jarmila Pončová</i> E-mail: <a href="mailto:poncova@feec.vutbr.cz">poncova@feec.vutbr.cz</a> Phone: +420 5 4114 6328, Fax: +420 5 4114 6353  Department Coordinator: Assoc. Prof. Jiří Háze, Ph.D. <a href="mailto:prodekan-zahranici@feec.vutbr.cz">prodekan-zahranici@feec.vutbr.cz</a> Tel: +420 5 4114 6102	<a href="http://www.feec.vutbr.cz/studium/stud_en_llp/index.php.en">http://www.feec.vutbr.cz/studium/stud_en_llp/index.php.en</a>
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## B. Mobility numbers<sup>2</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 [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 students / months)	Student Mobility for Traineeships
DK ODEN01	CZ BRNO01	071	Electrical Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 student/5 months	0
CZ BRNO01	DK ODEN01	071	Electrical Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 student/5 months	0

<sup>2</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>)

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 or minimum teaching hours]	Staff Mobility for Training
DK ODENSE01	CZ BRNO01	071	Electrical Engineering	1 TS of 5 days	0
CZ BRNO01	DK ODENSE01	071	Electrical Engineering	1 TS of 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 [Erasmus code]	Optional : Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>3</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
DK ODENSE01	071	Danish	English	C1 <a href="http://www.sdu.dk/en/Uddannelse/Optagelse/English+language+requirement">http://www.sdu.dk/en/Uddannelse/Optagelse/English+language+requirement</a>	C1
CZ BRNO01	071		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].

<sup>3</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

DK ODENSE01:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [int-team3@sdu.dk](mailto:int-team3@sdu.dk) Please contact us well in advance (10 months prior to the mobility) in order for us to be well prepared to welcome the student in the best possible way.

University of Southern Denmark has excellent infrastructure to welcome students and staff with disabilities.

CZ BRNO01: Additional requirements for incoming students: basic knowledge of technical university physics, mathematics and theoretical electrical engineering – minimal grade 6/10.

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
DK ODENSE01	Official semester dates: Sep 1 – Jan 31 (mandatory introduction last week of August)  Application deadlines:  April 1: Non-EU/EEA citizens  May 1: EU/EEA and Swiss citizens	Official semester dates: Feb 1 – June 30 (mandatory introduction last week of August; all 1st exams held in May or June; only resits in August)  Application deadlines:  October 1: Non-EU/EEA citizens  November 1: EU/EEA and Swiss citizens
CZ BRNO01	<b>Nomination:</b> 1 March - 30 April <b>E-application:</b> 31 March- 31 May <b>Delivery of appl. mat.:</b> 30 June	<b>Nomination:</b> 1 June - 15 October <b>E-application:</b> 15 September-15 November <b>Delivery of appl. mat.:</b> 15 December

2. The receiving institution will send its decision within 8 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

Termination of the agreement or changes in the data set above can be amended annually, if communicated before January 1<sup>st</sup>. In the event of unilateral termination, a notice of at least one academic year has to 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

DK ODENSE01:

[http://www.sdu.dk/en/information\\_til/internationale\\_studerende/academic\\_matters](http://www.sdu.dk/en/information_til/internationale_studerende/academic_matters)

CZ BRNO01:

BUT Grading System		
A	(90-100)/100	Excellent
B	(80-89)/100	Very good
C	(70-79)/100	Good
D	(60-69)/100	Satisfactory
E	(50-59)/100	Sufficient
F	(0-49)/100	failed

### 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
DK ODENSE01	<a href="mailto:int-team3@sdu.dk">int-team3@sdu.dk</a> +45 6550 2264	<a href="http://www.sdu.dk/en/information_til/internationale_studerende/before+you+arrive/residence_permit">http://www.sdu.dk/en/information_til/internationale_studerende/before+you+arrive/residence_permit</a>
CZ BRNO01		<a href="http://www.vutbr.cz/en/studies/information-on-visa">http://www.vutbr.cz/en/studies/information-on-visa</a> <a href="http://www.mvcr.cz/mvcren/article/information-for-schools-and-students.aspx">http://www.mvcr.cz/mvcren/article/information-for-schools-and-students.aspx</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
DK ODENSE01	<a href="mailto:int-team3@sdu.dk">int-team3@sdu.dk</a> +45 6550 1050	Loss and Liability; <a href="http://www.sdu.dk/en/information_til/internationale_studerende/health_and_safety/loss_and_liability_insurance">http://www.sdu.dk/en/information_til/internationale_studerende/health_and_safety/loss_and_liability_insurance</a>  Health: <a href="http://www.sdu.dk/en/information_til/internationale_studerende/health_and_safety/how_to_get_medical_help">http://www.sdu.dk/en/information_til/internationale_studerende/health_and_safety/how_to_get_medical_help</a>
CZ BRNO01		<a href="http://www.vutbr.cz/en/studies/ects-catalogue/insurance">http://www.vutbr.cz/en/studies/ects-catalogue/insurance</a>

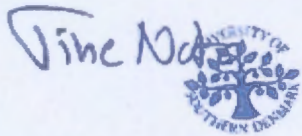

### 4. Housing

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
DK ODENSE01	<a href="mailto:Int-team3@sdu.dk">Int-team3@sdu.dk</a> +45 6550 1050	<a href="http://sdu.dk/en/Information_til/Internationale_studerende/Accommodation">http://sdu.dk/en/Information_til/Internationale_studerende/Accommodation</a>
CZ BRNO01	<a href="mailto:ubytovatelky@skm.vutbr.cz">ubytovatelky@skm.vutbr.cz</a> Tel. +420 541 142 930-3	<a href="http://www.vutbr.cz/en/studies/ects-catalogue/accommodation-and-meals">http://www.vutbr.cz/en/studies/ects-catalogue/accommodation-and-meals</a> <a href="http://www.kam.vutbr.cz/english/">http://www.kam.vutbr.cz/english/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>4</sup>
DK ODENSE01	Tine Noto Institutional Erasmus Coordinator	09.08.2017	
CZ BRNO01	<b>Assoc. Prof. Jiri Haze, Ph.D.</b> Vice-Dean of FEEC BUT for External Relations and Foreign Affairs	5.9.2017	

<sup>4</sup> Scanned signatures are accepted