



Erasmus + Programme

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

Inter-institutional¹ agreement 2014/2015-2020/2021² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eg. of the course catalogue)
Institut National des Sciences Appliquées de Rennes	F RENNES10	Institutional Coordinator: Ms Stéphanie PRIGENT Tel.: +33 2 23 23 87 21 Email: international@insa-rennes.fr For departments coordinators see : http://www.insa-rennes.fr/international/contacts-utiles.html <i>always up-to-date</i>	http://www.insa-rennes.fr/en/international.html
Brno University of Technology Faculty of Electrical Engineering and Communication	CZ BRNO01	Institutional Coordinator: <i>Bc. Tomáš Lády</i> E-mail: lady@ro.vutbr.cz Phone: +420 5 4114 5145 Administrative Contact: <i>Jarmila Pončová</i> E-mail: poncova@feec.vutbr.cz Phone: +420 5 4114 6328, Fax: +420 5 4114 6353 Department Coordinator: <i>Ass. Prof. Jiri Haze</i> prodekan-zahranici@feec.vutbr.cz Phone: +420 5 4114 6102	http://www.feec.vutbr.cz/studium/studen/index.php.en

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁵ 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 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
F RENNES10	CZ BRNO01	523	Electronic &Automation (INSA Dpt Communication Systems and Network)	2 nd , 3 rd	4 x 6 months	
CZ BRNO01	F RENNES10	523	Electronic &Automation (INSA Dpt Communication Systems and Network)	2 nd , 3 rd	4 x 6 months	
F RENNES10	CZ BRNO01	523	Electronic &Automation (INSA Dpt Electronics and Computer Engineering)	2 nd , 3 rd	2 x 6 months	
CZ BRNO01	F RENNES10	523	Electronic &Automation (INSA Dpt Electronics and Computer Engineering)	2 nd , 3 rd	2 x 6 months	

[*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.]

⁵ 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 average duration *]	Staff Mobility for Training *
F RENNES10	CZ BRNO01			5 days – 8h of teaching	
CZ BRNO01	F RENNES10			5 days – 8h of teaching	

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 ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
F RENNES10		French	English (where indicated)	B1 (*)	B2
CZ BRNO01		English		B1	B2

(*)

A1 in French and B1 in English if curriculum in English

B1 in French if curriculum in French

Courses taught in English:

<http://www.insa-rennes.fr/index.php?id=1823>

D. Additional requirements

F RENNES10

Acceptation of students in a curriculum is subject to approval of the pedagogical supervisor of that curriculum.

INSA Rennes supports disabled students:

<http://www.insa-rennes.fr/vie-etudiante/scolarite/handicap.html>

Contact: Eloise.Brault@insa-rennes.fr

⁶ 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>

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]
F RENNES10	May 31	October 31
CZ BRNO01	Application Deadline: Autumn semester/ Full academic year: May 31 th	Application Deadline: November 15 th

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

2. The receiving institution will send its decision within 5 weeks, provided the documents are complete.
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
Either party may terminate the Agreement by written notice submitted at least one academic year in advance of the next academic year. Termination would not affect students already engaged in the Agreement.
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

F RENNES10:

A excellent : 16-20

B very good : 15

C good : 14

D satisfactory : 12

E sufficient : 10

F insufficient/failure : 9 and below

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
F RENNES10	cmirennes@ueb.eu +33 2 23237950	http://www.mobilite-rennes.ueb.eu/
CZ BRNO01		https://www.vutbr.cz/en/studies/study-abroad/information-for-incoming-students

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
F RENNES10	international@insa-rennes.fr	http://www.insa-rennes.fr/international/venir-a-linsa-de-rennes/accueil-etudiants-etrangers/informations-utiles.html
CZ BRNO01		https://www.vutbr.cz/en/studies/study-abroad/information-for-incoming-students

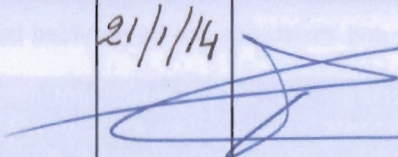

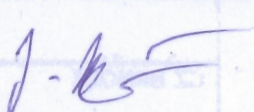
4. Housing

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
F RENNES10	international@insa-rennes.fr	http://www.insa-rennes.fr/hebergement.html
CZ BRNO01	E-mail: ubytovatelky@skm.vutbr.cz Tel. +420 541 142 930-3	http://www.kam.vutbr.cz/english/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
F RENN10	Prof. M'hamed DRISSI Director	21/1/14	 
CZ BRNO01	Ass. Prof. Jiri Haze Vice-Dean of FEEC BUT for External Relations and Foreign Affairs	22.1.2014	

⁷ Scanned signatures are accepted