



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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
AGH University of Science and Technology - PL KRAKOW02			
Departmental Coordinator	PL KRAKOW02	PhD Tomasz Marcin Orzechowski , Faculty of Computer Science, Electronics and Telecommunications Al. Mickiewicza 30, 30-059 Krakow, Poland email: erasmus@agh.edu.pl http://erasmus.orzechowski.edu.pl phone (mobile): +48 501-426-360	http://www.agh.edu.pl/en https://international.agh.edu.pl/#pg=1232i&str=217
Institutional Coordinator		Ph.D. Eng Tadeusz Pająk, Faculty of Mechanical Engineering and Robotics, Al. Mickiewicza 30, 30-059 Kraków Phone: +48 12 617 30 79, e-mail: pajak@agh.edu.pl	https://intstudies.agh.edu.pl
VYSOKÉ UČENÍ TECHNICKÉ V BRNĚ – BRNO UNIVERSITY OF TECHNOLOGY Faculty of Electrical Engineering and Communication			

Departmental Coordinator	CZ BRNO01	Assoc. Prof. Jiří Háze Faculty of Electrical Engineering and Communication, Technicka 10, 616 00 Brno, Czech Republic E-mail: prodekan-zahranici@feec.vutbr.cz Phone: +420 5 4114 6102	http://www.feec.vutbr.cz/studium/stud_en_llp/index.php.en
Institutional Coordinator		Bc. Tomáš Lády E-mail: lady@ro.vutbr.cz Phone: +420 5 4114 5145	

B. Mobility numbers¹ 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]	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 Student Mobility for Traineeships + [total number of months of the study periods or average duration*]	
PL KRAKOW 02	CZ BRNO01	0713/ 0714	Electricity and energy/Electronics and automation (Teleinformatics Telecommunication)	1st 2nd 3rd	2 * 6 = 12	only by individual agreement
CZ BRNO01	PL KRAKOW 02	0713/ 0714	Electricity and energy/Electronics and automation (Teleinformatics Telecommunication)	1st 2nd 3rd	2 * 6 = 12	only by individual 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.]

**) <http://www.uis.unesco.org/Education/Documents/isced-37c-fos-review-222729e.pdf>

¹ 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 +
PL KRAKOW 02	CZ BRNO01	0713/ 0714	Electricity and energy/Electronics and automation (Teleinformatics Telecommunication)	1 person x 1 week x min. 8 teaching hours per week	--
CZ BRNO01	PL KRAKOW 02	0713/ 0714	Electricity and energy/Electronics and automation (Teleinformatics Telecommunication)	1 person x 1 week x min. 8 teaching hours per week	--

**) <http://www.uis.unesco.org/Education/Documents/isced-37c-fos-review-222729e.pdf>

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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL KRAKOW 02	0713/ 0714	English		B2	B2
CZ BRNO01	0713/ 0714	English		B1	B2

**) <http://www.uis.unesco.org/Education/Documents/isced-37c-fos-review-222729e.pdf>

For more details on the language of instruction recommendations, see the course catalogue of each institution <https://intstudies.agh.edu.pl/>

² 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

PL KRAKOW02	<p>Criteria for incoming students: CENTRE FOR INTERNATIONAL STUDENTS www.international.agh.edu.pl</p> <p>After entering our website please follow the steps entering the sections:</p> <ol style="list-style-type: none"> 1. Education Offer 2. Short-term programmes 3. Exchange programmes 4. Erasmus or other exchange
CZ BRNO01	<p>Additional requirements for incoming students: Basic knowledge of technical university physics, mathematics and theoretical electrical engineering – minimal grade 6/10.</p>

E. Calendar

1. Academic Calendar

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL KRAKOW 02	01.10-23.02	03.03-30.09
CZ BRNO01	September-February	February-June

2. Nominations on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL KRAKOW 02	15.06	15.11
CZ BRNO01	30.04.	15.10.

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
PL KRAKOW 02	30.06	30.11
CZ BRNO01	<p>The nominated students must fill E-application (http://www.vutbr.cz/eprihlaska/en/eprihlaska) including learning agreement till: Autumn semester/Full academic year: May 31th *</p>	<p>The nominated students must fill E-application (http://www.vutbr.cz/eprihlaska/en/eprihlaska) including learning agreement till: November 15th *</p>

CZ BRNO01* When the learning agreement of the student has been approved, he/she must print the E-application protocol and the Learning agreement from his/her E-application, sign form him/herself and ask the home institution to stamp and sign it as well and send scan of the confirmed documents by e-mail to the address: poncova@feec.vutbr.cz

2. The receiving institution

PL KRAKOW02 will send its decision within **10 weeks** after submitting all required documents

CZ BRNO01 will send its decision within **4 weeks** after submitting all required documents

3. Issue of the **Transcript of Records**

PL KRAKOW02: *Transcripts of Records (documenting credits earned at the AGH UST) will be issued by AGH UST. Every student must pick up the transcript him/herself from the Centre for International Students. The AGH UST will NOT automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.*

CZ BRNO01: *The faculty will issue Transcript of Records (documenting credits earned at the BUT). Every student must pick up the transcript him/herself before his/her departure from Brno. If the student's exam grades are not yet available when the student leaves, the FEEC BUT will send his/her ToR to the partner university no later than 4 weeks after the assessment period has finished.*

4. Termination of the agreement

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. 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

PL KRAKOW02: **AGH UST Study Regulations <https://international.agh.edu.pl/>**

1. The following grading scale shall be in force at the University:

- 1) 91 – 100% bardzo dobry (5.0) [*Polish equivalent of very good*];
- 2) 81 – 90% plus dobry (4.5) [*Polish equivalent of good plus*];
- 3) 71 – 80% dobry (4.0) [*Polish equivalent of good*];
- 4) 61 – 70% plus dostateczny (3.5) [*Polish equivalent of satisfactory plus*];
- 5) 50 – 60% dostateczny (3.0) [*Polish equivalent of satisfactory*];
- 6) under 50% niedostateczny (2.0) [*Polish equivalent of unsatisfactory*].

2. In exceptional situations, if there are no bases for assigning a grade, an academic teacher responsible for the course may recognize the course as completed using the descriptor "zaliczono (zal.)" (Polish equivalent of "passed").

3. Grades shall be issued for compulsory classes and examinations, if provided in the study plan, subject to section 4.

4. Upon completing the physical education classes, due to specific nature of this course, the specific notations shall be made:

1) "zaliczono" (Polish equivalent of "passed") – for students who have achieved the minimum required to complete physical education classes,

2) "niezaliczono" (Polish equivalent of "not passed") – for students who have not achieved the minimum required to complete physical education classes,

3) "zaświadczenie lekarskie" (Polish equivalent of "medical certificate").

5. The verbal descriptor "zal." (Polish equivalent of "passed") shall have no equivalent in the numerical grade and shall not be taken into account when calculating the average grade for the settlement period.

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
PL KRAKOW02	biesaga@agh.edu.pl +48 12 617 52 38	https://international.agh.edu.pl/
CZ BRNO01		http://www.vutbr.cz/en/studies/information-on-visa

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
PL KRAKOW02	<p>https://international.agh.edu.pl/</p> <p>The European Health Insurance Card (or EHIC) is issued free of charge and allows anyone who is insured by or covered by a statutory social security scheme of the EEA countries and Switzerland to receive medical treatment in another member state for free or at a reduced cost, if that treatment becomes necessary during their visit</p> <p>More details: https://www.ekuz.nfz.gov.pl/content/information-entitled-persons-other-euefta-member-states</p> <p>Central Office of the National Health Fund - The Department of International Affairs Centrala Narodowego Funduszu Zdrowia - Departament Współpracy Międzynarodowej ul. Grójecka 186, 02-390 Warszawa tel. +48 (22) 572 62 68, fax +48 (22) 572 63 19 e-mail: ca17@nfz.gov.pl</p>	
CZ BRNO01		http://www.vutbr.cz/en/studies/ects-catalogue/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	Website for information
PL KRAKOW02	<p>AGH UST Campus ul. Józefa Rostafińskiego 7a, 30-072 Kraków tel.: +48(12) 617 34 71 fax:+48 (12) 637 24 16 e- mail: miasteczko@agh.edu.pl https://akademik.agh.edu.pl http://www.miasteczko.agh.edu.pl/index_en.php?menu=spl http://www.miasteczko.agh.edu.pl/index_en.php https://international.agh.edu.pl</p>	

CZ BRNO01	E-mail: ubytovatelky@skm.vutbr.cz Tel. +420 541 142 930-3	http://www.kam.vutbr.cz/english/ http://www.vutbr.cz/en/studies/ects-catalogue/accommodation-and-meals
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G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature³
PL KRAKOW02	Prof. dr hab. inż. Tomasz Szmuc Vice-Rector	15 STY. 2014	
CZ BRNO01	Ass. Prof. Jiri Haze Vice-Dean of FEEC BUT for External Relations and Foreign Affairs	6.1.2014	

³ Scanned signatures are accepted