



Erasmus+ Programme

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

Inter-institutional¹ agreement 2017/2018 – 2020/2021² **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 details³ (email, phone) | Website (eg. of the course catalogue) |
|---|---------------------|--|---|
| Tallinn University of Technology School of Information Technologies | EE TALLINN 04 | Ms Riina Potter ERASMUS+ Institutional Coordinator riina.potter@ttu.ee Ehitajate tee 5, Tallinn 19086, Estonia | http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/courses-in-english/ |
| BRNO UNIVERSITY OF TECHNOLOGY | CZ BRNO01 | Erasmus Institutional Coordinator: <i>Bc. Tomáš Lády</i> E-mail: lady@ro.vutbr.cz | |

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

| | | | |
|--|--|--|---|
| Faculty of Electrical Engineering and Communication Technická 10 616 00 Brno Czech Republic | | Phone: +420 5 4114 5145 Administrative Contact: <i>Jarmila Pončová</i> E-mail: poncova@feec.vutbr.cz Phone: +420 5 4114 6328 Department Coordinator: Ing. Lukáš Malina, Ph.D. e-mail: malina@feec.vutbr.cz Tel: +420 5 4114 6926 | http://www.feec.vutbr.cz/studium/studenllp/index.php.en |
|--|--|--|---|

B. Mobility numbers⁴ 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 [total number of months of the study periods or average duration*] | Student Mobility for Traineeships * |
| EE TALLINN 04 | CZ BRNO01 | 0613 | Cybersecurity | 2 nd | 2x5 months | - |
| | | 0714 | Communicative Electronics/ Electronics and automation | 2 nd | | |
| CZ BRNO01 | EE TALLINN 04 | 0613 | Cybersecurity | 2 nd | 2x5 months | - |
| | | 0714 | Communicative Electronics /Electronics and automation | 2 nd | | |

*[*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.]*

⁴ 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 * |
| EE TALLINN 04 | CZ BRNO01 | 0613 / 0714 | Cybersecurity / Communicative Electronics (Electronics and automation) | 2x5 days | 1x5 days |
| CZ BRNO01 | EE TALLINN 04 | 0613 / 0714 | Cybersecurity / Communicative Electronics (Electronics and automation) | 2x5 days | 1x5 days |

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 ⁵ | |
|---|------------------------|---------------------------|---------------------------|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| EE TALLINN 04 | | English | Estonian | B2 English | B2 English |
| CZ BRNO01 | | English | | B2 English | B2 English |

⁵ 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>

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

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] |
|---|---|--|
| EE TALLINN04 | 15 May | 15 Nov |
| CZ BRNO01 | Nomination: 1 March - 30 April E-application: 31 March- 31 May Delivery of appl. mat.: 30 June | Nomination: 1 June - 15 October E-application: 15 September-15 November Delivery of appl. mat.: 15 December |

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

2. The receiving institution will send its decision within 5 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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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. 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

Tallinn University of Technology EE TALLINN04

Final assessment may be either **graded** or **non-graded**.

- 5 – excellent
- 4 – very good
- 3 – good
- 2 – satisfactory
- 1 – poor
- 0 – failing

In the instance of a non-graded assessment, a threshold shall be established. With a student's reaching or surpassing this threshold, the assessment shall be indicated as sufficient – **A (pass)**, or, in the case of a student's not reaching the threshold, the assessment shall be indicated as not sufficient – **M (fail)**.

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 |
|---|---|--|
| EE TALLINN 04 | Kerti Sönmez Kerti.sonmez@ttu.ee +372 620 3517 | http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_visaliving-permit/ |
| CZ BRNO01 | | http://www.vutbr.cz/en/studies/information-on-visa http://www.mvcr.cz/mvcren/article/information-for-schools-and-students.aspx |

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 |
|---|---|---|
| EE TALLINN 04 | Kerti Sönmez Kerti.sonmez@ttu.ee +372 620 3517 | http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/health-insurance-4/ |
| 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 (email, phone) | Website for information |
|-------------------------------|---|--|
| EE TALLINN 04 | Kerti Sönmez Kerti.sonmez@ttu.ee +372 620 3517 | http://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/b_accommodation/ |
| CZ BRNO01 | ubytovatelky@skm.vutbr.cz Tel. +420 541 142 930-3 | http://www.vutbr.cz/en/studies/ects-catalogue/accommodation-and-meals http://www.kam.vutbr.cz/english/ |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁶ |
|-------------------------------|--|----------------|--|
| EE TALLINN04 | Ms Riina Potter ERASMUS+ Institutional Coordinator | 15.03. 2017 |   |
| CZ BRNO01 | Assoc. Prof. Jiri Haze, Ph.D. Vice-Dean of FEEC BUT for External Relations and Foreign Affairs | 14.3.2017 |   |

⁶ Scanned signatures are accepted