



**Erasmus+ Programme**  
**Key Action 1 - Mobility for learners and staff –**  
**Higher Education Student and Staff Mobility**  
**Inter-institutional<sup>1</sup> agreement 2017-2020[21]<sup>2</sup>**  
**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>3</sup> (email, phone)	Website (eg. of the course catalogue)
Brno University of Technology  Faculty of Electrical Engineering and Communication Technická 10 616 00 Brno Czech Republic	CZ BRN001	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  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 H, 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>
Universidad Politécnica de Madrid – ETS Ingeniería y Sistemas de Telecomunicación (Technical University of Madrid – School of Telecommunications Systems and Engineering)	E MADRID05	Prof. Alberto Almendra Erasmus Institutional Coordinator <a href="mailto:international.europe@upm.es">international.europe@upm.es</a>  Prof. Rafael Herradón School Coordinator, ETSIST <a href="mailto:movilidad@etsist.upm.es">movilidad@etsist.upm.es</a> +34 91 336 7774	<a href="http://www.upm.es">www.upm.es</a>  <a href="http://www.etsist.upm.es">www.etsist.upm.es</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>4</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 months of the study periods or average duration*]	Student Mobility for Traineeships *
CZ BRNO01	E MADRID05	0714	Telecomm. & Electronics Eng.	1 <sup>st</sup> & 2 <sup>nd</sup> cycle	2x10 = 20	--
E MADRID05	CZ BRNO01	0714	Telecomm. & Electronics Eng.	1 <sup>st</sup> & 2 <sup>nd</sup> cycle	2x10 = 20	--

[\*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 [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 *
CZ BRNO01	E MADRID05	0714	Telecomm. & Electronics Eng.	1persons,1week,8h	---
E MADRID05	CZ BRNO01	0714	Electronic Eng.	1persons,1week,8h	--

<sup>4</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>)

### 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>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ BRNO01	0714	English		English B2	English B2
E MADRID05	0714	Spanish	English	Spanish B1 (MSc: English B2)	English B2

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

[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.]

#### 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/Whole academic year*[month]	Spring term* [month]
CZ BRNO01	E-application: 31 March-31 May Delivery of appl. mat.: 30 June	E-application: 15 September-15 November Delivery of appl. mat.: 15 December
E MADRID05	June 1 <sup>st</sup>	December 1 <sup>st</sup>

2. The receiving institution will send its decision within four weeks.
3. A Transcript of Records will be issued by the receiving institution no later than four weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

The agreement will become operative on the date of signature of both universities and shall remain in force for a period of three years. If neither organisation gives written notice to the other at least till 1<sup>st</sup> September 2016 (will only take effect as of 1<sup>st</sup> September 2017), the agreement shall be automatically extended for another three year period. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

<sup>5</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>

## F. Information

### 1. Grading systems of the institutions

CZ BRNO01	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
E MADRID05	9 - 10	Excellent	Excellent performance
	8 - 8,9	Good	Above average performance
	7 - 7,9		
	6 - 6,9	Average performance	
	5 - 5,9	Pass	Performance that, in spite of its shortcomings, still satisfies the minimum requirements.
	4 - 4,9	Fail	Inadequate performance (Credit is not earned).
0 - 3,9			

### 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
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>
E MADRID05	No VISA required as an EU national. <a href="mailto:erasmus@upm.es">erasmus@upm.es</a>	<a href="http://www.upm.es/FuturosEstudiantes/AtencionAlumno/TramitacionVisados">www.upm.es/FuturosEstudiantes/AtencionAlumno/TramitacionVisados</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
CZ BRNO01		<a href="http://www.vutbr.cz/en/studies/ects-catalogue/insurance">http://www.vutbr.cz/en/studies/ects-catalogue/insurance</a>
E MADRID05	<a href="mailto:erasmus@upm.es">erasmus@upm.es</a>	. European Health Insurance Card <a href="http://www.centrossanitarios.sanidadmadrid.org">www.centrossanitarios.sanidadmadrid.org</a> . Insurance Policy for international mobility <a href="http://www.upm.es/institucional/Estudiantes/Seguros/SeguroMovilidadInternacional">www.upm.es/institucional/Estudiantes/Seguros/SeguroMovilidadInternacional</a>



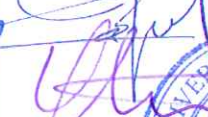
#### 4. Housing

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
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>
E MADRID05	<a href="mailto:movilidad@etsist.upm.es">movilidad@etsist.upm.es</a> <a href="mailto:info@aluni.net">info@aluni.net</a>	<a href="http://www.etsist.upm.es/estudiantes/servicios/alojamiento">www.etsist.upm.es/estudiantes/servicios/alojamiento</a> <a href="http://www.aluni.net">www.aluni.net</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
CZ BRNO01	Assoc. Prof. Jiri Haze, Ph.D. Vice-Dean of FEEC BUT for External Relations and Foreign Affairs	3.1.2017	
E MADRID05	Prof. Rafael Herradón School Coordinator  Prof. Alberto Almendra Erasmus Institutional Coordinator	11 ENE. 2017	 



<sup>6</sup> Scanned signatures are accepted