



Erasmus+ Programme

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

Inter-institutional agreement 2014-20[21] between programme countries

[Minimum requirements]

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 (eg. of the course catalogue)
Brno University of Technology Faculty of Electrical Engineering and Communication	CZ BRNO01	Erasmus Institutional Coordinator: <i>Bc. Tomáš Lády</i> E-mail: lady@ro.vutbr.cz , Phone: +420 5 4114 5145 Administrative Contact: Dr. Jarmila Pončová, Research and Foreign Department, FEEC BUT, Technická 10, 616 00 Brno, Czech Republic Tel: +420 5 4114 6328 Fax: +420 54114 6353 poncova@feec.vutbr.cz Department Coordinator: <i>Assoc. Prof. Jiří Háze</i> Phone: +420 5 4114 6102, E-mail: prodekan-zahranici@feec.vutbr.cz	http://www.feec.vutbr.cz/studium/stud_en_llp/index.php/en
Universidad de Granada Vice-Rector's Office for International Relations and Development Cooperation	E GRANADA01	Complejo Admvo. Triunfo, Cuesta del Hospicio, s/n E-18071 Granada Tel.: +34 958 241 990; Fax.: +34 958 243 009; vrinternacional@ugr.es	http://ww.ugr.es http://internacional.ugr.es/
Escuela Técnica Superior de Ingenierías Informática y de Telecomunicación ETSIIIT - UGR		Dr. Antonio García ETSIIIT-UGR Tel.: +34-958242803 Fax: +34-958242803 etsi2doc@ugr.es	http://etsiit.ugr.es/

B. Mobility numbers 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 *
CZ BRNO01	E GRANADA01	0714	Electronics and automation	1 st	2 x 9 months [= 18 total]	
E GRANADA01	CZ BRNO01	0714	Electronics and automation	1 st	2 x 9 months [= 18 total]	

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	Staff Mobility for Training *
CZ BRNO01	E GRANADA01	0714	Electronics and automation	2 [= 8 hours each]	0
E GRANADA01	CZ BRNO01	0714	Electronics and automation	2 [= 5 hours each]	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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ BRNO01	Electronics and automation	English		B1	B2
E GRANADA01	Electronics and automation	Spanish		Recommended B1 Spanish	Recommended B2 Spanish

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

Applies to	Additional Requirements
SMS	Incoming Exchange Students are recommended to Welcome week organized by International Student Club (www.isc.vutbr.cz) one week before beginning of the semester. Students are required arrive in Brno well in advance and start studying from the first day of the semester.

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

E GRANADA01

UGR Orientation Week is compulsory for incoming students

The University of Granada has the infrastructure to welcome students and staff with disabilities. See <http://ve.ugr.es/pages/sae>

¹ 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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ BRNO01	Nomination: 1 March - 30 April E-application deadline: 31 May Delivery of appl. mat.: 30 June	Nomination: 1 June - 15 October E-application deadline: 15 November Delivery of appl. mat.: 15 December
E GRANADA01	June	October

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

2. The receiving institution will send its decision within 6 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

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."

5. Academic Calendar:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ BRNO01	September - February	February - June
E GRANADA01	September – February	February - July

F. Information

1. Grading systems of the institutions

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

E GRANADA01

In the Spanish university system, each course unit is graded on a scale from 0 to 10 points, and each numerical grade corresponds to a qualitative grade as follows: Suspenso (Fail): 0- 4.9 - Aprobado (Pass): 5- 6.9 - Notable (Good): 7- 8.9 - Sobresaliente (Very Good): 9- 10 - Matrícula de Honor: A special mention for outstanding performance limited to a maximum of 5% of students registered in a given course unit group. When a student does not take the corresponding examination or final assessment, this is reflected as No Presentado (Absent). To pass a course unit, a student must receive a grade of at least 5 points out of 10.

Statistical distribution of grades according to the descriptions in the ECTS users' guide² will be available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>. For mobility where Statistical distribution of grades is not available the University of Granada will apply the conversion table available at <http://internacional.ugr.es/pages/conversion-calificaciones/conversion-de-calificaciones>.

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		http://www.vutbr.cz/en/studies/information-on-visa http://www.mvcr.cz/mvcren/article/information-for-schools-and-students.aspx
E GRANADA01	International Relations and Development Cooperation Office e-mail: intlinfo@ugr.es Tel: +34 958 249 030	http://internacional.ugr.es/pages/movilidad/estudiant/es/entrantes/residenciainspain

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
-------------------------------	-----------------------------------	-------------------------

² http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

CZ BRNO01	VZP for Foreigners, Samuel Fleischman +420 222 254 442, +420 777 322 522 sam@VZPforForeigners.cz	http://www.vzpforforeigners.cz
E GRANADA01	International Relations and Development Cooperation Office e-mail: intlinfo@ugr.es Tel: +34 958 249 030	http://internacional.ugr.es/pages/movilidad/estudiantes/salientes/seguros/seguros

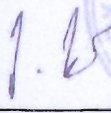


4. Housing

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	ubytovatelky@skm.vutbr.cz Tel. +420 541 142 930-3	http://www.kam.vutbr.cz/english/
E GRANADA01	OFICINA DE GESTION DE ALOJAMIENTOS C/ Doctor Severo Ochoa, s/n Tel.: 00 34 958 244072 Fax: 00 34 958 243134 E- mail: alojamiento@ugr.es	http://estudiantes.ugr.es/alojamientos3/

G. SIGNATURES³ OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
CZ BRNO01	Ass. Prof. Jiri Haze Vice-Dean of FEEC BUT for External Relations and Foreign Affairs	21.1.2014	
E GRANADA01	Signed by delegation of the Rector: Joaquín Fernández-Valdivia, Director ETSIT-UGR	23 ENE. 2014	 

³ Scanned signatures are accepted