



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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)
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	Institutional Coordinator : Prof. José Esteves Pereira Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 ----- Subject Area Contact: Prof. Maria Filomena Dinis Conservation and Restoration Department Email: mfmd@fct.unl.pt Tel.: +351 21 294 83 00 -----	www.unl.pt http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms

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.

		Administrative contact: SAE-AM Email: div.a.ae.mobilidade@fct.unl.pt Tel: + 351 21 294 78 20/7	
INSTITUTE OF CHEMICAL TECHNOLOGY, PRAGUE	CZ PRAHA01	Institutional Coordinator : Hana Opatová ERASMUS Institutional Coordinator, phone: (+420) 22044 - 3896 Hana.Opatova@vscht.cz Incoming students: iva.zilikova@vscht.cz Outgoing students: petra.vojnovicova@vscht.cz	http://www.vscht.cz/homepage/english/main http://www.vscht.cz/homepage/english/main/erasmus/catalogue

B. Mobility numbers⁵ per academic year

Student mobility:

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 *
P LISBOA03	CZ PRAHA01	0722	Materials (glass, paper, plastic and wood)	1 st , 2 nd , 3 rd	3* 6 (each)	TBD
CZ PRAHA01	P LISBOA03	0722	Materials (glass, paper, plastic and wood)	1 st , 2 nd , 3 rd	3* 6 (each)	TBD

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>)

Staff mobility:

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 *
P LISBOA03	CZ PRAHA01			---	---
CZ PRAHA01	P LISBOA03			---	---

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA03		Portuguese (for 1 st cycles)	Portuguese and/or English (for 2 nd and 3 rd cycles)	B1	B2
CZ PRAHA01		Czech	English	B1/B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution.

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>

D. Additional requirements

CZ PRAHA01 unfortunately does not facilities to welcome students and staff with disabilities.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA03	May 31 st	October 31 st
CZ PRAHA01	June 20 th	November 30 th

2. The receiving institution will send its decision within [4] weeks (minimum).
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.
4. Termination of the agreement

F. Information

1. Grading systems of the institutions

Information available at:

http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf

Grading system of CZ PRAHA01

ECTS Grade	Numerical conversion in %	Definition	
A	100 - 90	EXCELLENT	Outstanding performance with only minor errors
B	89 - 80	VERY GOOD	Above the average standard but with some errors
C	79 - 70	GOOD	Generally sound work with a number of notable errors
D	69 - 60	SATISFACTORY	Fair but with significant shortcomings
E	59 - 50	SUFFICIENT	Performance meets the minimum criteria
FX	< 50	FAIL	Some more work required before the credit can be awarded
F	< 50	FAIL	Considerable further work is required

Z	-	PASS	Course without examination Special ICT symbol
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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
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors
CZ PRAHA01	E-mail: iva.zilikova@vscht.cz	http://www.vscht.cz/homepage/english/main/erasmus/before_arrival

3. Insurance

All students enrolled in P LISBOA03 are covered by an accident and third party liability insurance:

(http://www.fct.unl.pt/sites/default/files/documentos/estudante/informacao_academica/Seguro%20Escolar/Generali_apoliceSegAlunos_013.pdf).

It is mandatory that Mobility Students and Staff bring:

- European Health Insurance Card for medical assistance (just for people from the European Union's 27 Member States plus Iceland, Liechtenstein, Norway and Switzerland) to access health care services during temporary visits abroad;
- Insurance Health for visitors outside European Union.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	
CZ PRAHA01	E-mail: iva.zilikova@vscht.cz	http://www.vscht.cz/homepage/english/main/erasmus/before_arrival

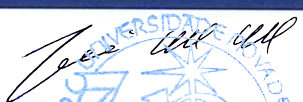


4. Housing

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
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms
CZ PRAHA01	E-mail: iva.zilikova@vscht.cz	http://www.vscht.cz/homepage/english/main/erasmus/before_arri_val

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
P LISBOA03	Institutional Coordinator Prof. José Esteves Pereira	07/04/2014	
CZ PRAHA01	Institutional Coordinator Hana.Opatova@vscht.cz	2-04-2014	 

⁷ Scanned signatures are accepted



CONTACT DATA

2013/2014

Full official title of the institution in the national language	Vysoká škola chemicko-technologická v Praze (VŠCHT Praha)
TRANSLATION OF THIS TITLE IN ENGLISH	Institute of Chemical Technology, Prague (ICT Prague)
ERASMUS ID code of the institution	CZ PRAHA01 49509-IC-1-2007-1-CZ-ERASMUS-EUC-1
Head of the Institution	MELZOCH Karel, Prof. (Mr.) Rector
Head of the International Office, LLP/ERASMUS INSTITUTIONAL COORDINATOR	OPATOVÁ Hana (Mrs.) hana.opatova@vscht.cz or zahranici@vscht.cz +420 220 443 896
CONTACT PERSON FOR INCOMING STUDENTS	ŽILÍKOVÁ Iva (Mrs.) iva.zilikova@vscht.cz +420 220 444 309
CONTACT PERSON FOR AGREEMENTS AND OUTGOING STUDENTS	VOJNOVIČOVÁ Petra (Ms.) petra.vojnovicova@vscht.cz (+420) 22044 3159
Correspondence address:	Department of International Relations VŠCHT Praha Technická 5 166 28 Praha 6 Czech Republic
INTERNET ADDRESS	http://www.vscht.cz/homepage/english/main/erasmus
CLOSING DATE FOR STUDENTS APPLICATION	20 June for the winter semester 30 November for the summer semester