

Erasmus⁺ Programme

Inter-institutional agreement 2014/15-2020/21

Higher Education Student and Staff Mobility

–Mobility for learners and staff (Key Action 1)–

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

Matej Bel Univerzity SK BANSKA01	Univerzita Palackého v Olomouci CZ OLOMOUC01
<u>Institutional Coordinator¹:</u> Prof. Ing. Igor Kosír, CSc., Institutional Erasmus Coordinator Matej Bel University in Banská Bystrica, Národná 12, 97401 Banská Bystrica, Slovakia	<u>Institutional Coordinator¹:</u> Yvona Vyhnánková, International Relations Office Křížkovského 8, 77147 Olomouc Tel.: +420 585 631 041 Fax: +420 585 631 140 Email: yvona.vyhnankova@upol.cz
<u>Contact Details for Student Mobility / Nomination:</u> <u>Contact Details for Staff Mobility (if applicable):</u> Faculty of Arts MBU PhDr. Ingrid Balážová International Relations Office Tajovského 40 974 01 Banská Bystrica Slovak Republic Tel: +421 48 446 7414 Fax: +421 48 4136153 ingrid.balazova@umb.sk	<u>Contact Details for Student Mobility / Nomination:</u> Zuzana.hamdanieh@upol.cz Tel: +420 585 631 108 http://www.upol.cz/en/menu/erasmus-exchange/erasmus/ <u>Contact Details for Staff Mobility (if applicable):</u> yvona.vyhnankova@upol.cz Tel.: +420 585 631 041
<u>Departmental Coordinator:</u> Mgr. Dagmar Veselá, PhD. dagmar.vesela@umb.sk	<u>Departmental Coordinator:</u> Zuzana Hildenbrand Faculté des Lettres, Département de langues romanes Křížkovského 10, 771 80 Olomouc Tel.: +420-585 633 356 Fax: +420- 585 633 000 Email: zuzana.hildenbrand@upol.cz http://romanistika.upol.cz/about_us.html

¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS ²	SMT ³
SK BANSKA01	CZ OLOMOUC01	222	Foreign languages (French)	UG, PG	2/10	0
CZ OLOMOUC01	SK BANSKA01	222	Foreign languages (French)	UG, PG	2/10	0

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA ⁴	STT ⁵
SK BANSKA01	CZ OLOMOUC01	222	Foreign languages (French)	2/7	1/7
CZ OLOMOUC01	SK BANSKA01	222	Foreign languages (French)	2/10	1/7

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	Optional Subject area ISCED	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
CZ OLOMOUC01		French	Czech	B2	C1
SK BANSKA01	Subjects in foreign languages	SK	EN, D, HU, RU, PL, FR, ES, IT, F	SK: B2; EN: B2; D: B2; HU: B2; RU: B1; PL: A2; ES: B1; IT: B1; F: B1	All languages C1

SK BANSKA01: A type of certificate for students: a confirmation from sending institution (signed by a staff of university or faculty or department)

D. Additional requirements

SK BANSKA 01:

Students: The sending institution on the nomination letter (name, e-mail, area of study, period of study) must notify the International Relations Office (ingrid.balazova@umb.sk) about their interest in studying at

² Student Mobility for Studies

³ Student Mobility for Traineeship

⁴ Staff Mobility for Teaching

⁵ Staff Mobility for Training

the Faculty of Arts at Matej Bel University two months prior to the deadline. Students must arrive at least 7 days before the academic year starts.

Foreign students coming to Banská Bystrica are automatically enrolled in the buddy system (ESN UMB). Students in Bachelor and Master study programmes must attend courses minimum: 20 credits per one semester; PhD. students minimum: 10 credits per one semester.

Subject areas only in Slovak language: 225 History, 226 Philosophy and Ethics, 223 Mother tongue (Slovak language and literature), 813 Sports. Minimum recommended level B2.

Staff: Teachers must notify the departmental coordinator about their interest in teaching at the Faculty of Arts at Matej Bel University two months prior to their arrival. The teaching plan and invitation letter will be signed by the Erasmus Administrator (ingrid.balazova@umb.sk).

E. Calendar

1. Nomination deadlines:

Receiving institution	Winter term ⁶ [month]	Summer term ⁷ [month]
SK BANSKA01	Nomin: 15 May, Appl: 15 July	Nomin: 30 Sept, Appl: 15 November
CZ OLOMOUC01	May 31st	October 31st

- The receiving institutions will send their decisions within 6-8 weeks after deadline.
- 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.
- Termination of this agreement or changes in the data set above can be amended annually, if communicated before December 1st. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

	Erasmus Code	CZ OLOMOUC01
WWW for Incoming Students	In Slovak: http://www.ff.umb.sk/ (Faculty web sites), In English: http://www.ff.umb.sk/en/	http://www.upol.cz/en/menu/erasmus-exchange/erasmus/
WWW Course Catalogue	http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html	https://edis.upol.cz/cc
Housing ⁸	http://www.ff.umb.sk/en/erasmus-students/	http://www.upol.cz/en/menu/erasmus-exchange/erasmus/
Contact details	ingrid.balazova@umb.sk, fax: +421 48 413 6153	zuzana.hamdanieh@upol.cz Tel: +420 585 631 108
WWW Visa Information ⁹	http://www.ff.umb.sk/en/erasmus-students/ http://www.foreign.gov.sk/en/consular	http://www.upol.cz/en/menu/erasmus-exchange/erasmus/

⁶ To be adapted in case of a trimester system.

⁷ To be adapted in case of a trimester system.

⁸ The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

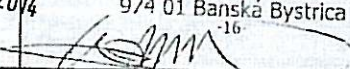


⁹ The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the ECHE.

Contact details	info/visa ingrid.balazova@umb.sk , fax: +421 48 413 6153 http://www.foreign.gov.sk/en/contact-us/mfa_contact	zuzana.hamdanieh@upol.cz Tel: +420 585 631 108
WWW Insurance Information ¹⁰	http://www.ff.umb.sk/en/erasmus-students/	http://www.upol.cz/en/groups/practical-information/insurance/
Contact details	ingrid.balazova@umb.sk , fax: +421 48 413 6153 http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html	zuzana.hamdanieh@upol.cz Tel: +420 585 631 108
ECTS Users' Guide ¹¹	http://www.ff.umb.sk/en/erasmus-students/courses-for-international-students.html	http://www.upol.cz/en/groups/ects/v-menu/institution/
WWW Students and Staff with Disabilities	The candidates with disabilities can only be accepted after the consultation with Faculty of Arts, Matej Bel University In Banská Bystrica.	http://www.upol.cz/en/groups/ects/v-menu/facilities-for-special-needs-students/
Contact details	ingrid.balazova@umb.sk , fax: +421 48 413 6153 zuzana.hamdanieh@upol.cz Tel: +420 585 631 108	zuzana.hamdanieh@upol.cz Tel: +420 585 631 108

SK BANSKA01: Foreign students can stay at University residence halls Študentský domov 3, Tajovského 51, Banská Bystrica. The residence hall provide rooms with three bedrooms. Each floor has a shared kitchen with two electric cookers and a fridge. Students can use university wi-fi.

SK BANSKA01: The foreigner must submit a document confirming health insurance during the stay in the Slovak Republic. Students can arrange it in their own country.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name function	Date	Signature ¹²
SK BANSKA01	Prof. Ing. Igor Kosír, CSc. Vice-Rector for International Cooperation, Institutional Erasmus Coordinator	17 JUN 2014	UNIVERZITA MATEJA BELA v Banskej Bystrici REKTORÁT Národná 12 974 01 Banská Bystrica 
CZ OLOMOUC01	Doc. PhDr. Jiří Lach, Ph.D., M.A. Dean of the Philosophical faculty	24.6.2014	 

¹⁰ The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

¹¹ Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

¹² Scanned signatures are accepted