

## Erasmus+ Programme Inter-institutional agreement for the academic years 2014/2021

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 faculty/department, where relevant)	Erasmus code	Contact details <sup>1</sup> (email, phone)	Website
University of Pardubice Faculty of Health Studies	CZ PARDUB01	Mgr. Věra Albrechtová, Office of International Affairs and Development, e-mail: <a href="mailto:mobility@upce.cz">mobility@upce.cz</a> , tel. +420 466 036 350	<a href="http://www.uni-pardubice.eu">www.uni-pardubice.eu</a>
INSTITUTO POLITECNICO DE CASTELO BRANCO (Portugal)	P CASTELO01	Prof. João Pedro Luz Head of International Relations Office <a href="mailto:gri.coord@ipcb.pt">gri.coord@ipcb.pt</a> Dr.ª Conceição Baptista Institutional Erasmus Coordinator <a href="mailto:cbaptista@ipcb.pt">cbaptista@ipcb.pt</a> Ph.: +351 272 339 600	<a href="http://www.ipcb.pt/en">www.ipcb.pt/en</a>

### B. Mobility numbers per academic year

#### Student mobility

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 students/total number of months of the study period]
CZ PARDUB01	P CASTELO01	091	Health	1 <sup>st</sup>	2/12
CZ PARDUB01	P CASTELO01	0914	Medical diagnostic and treatment technology	1 <sup>st</sup>	2/12
P CASTELO01	CZ PARDUB01	091	Health	1 <sup>st</sup>	2/12
P CASTELO01	CZ PARDUB01	0914	Medical diagnostic and treatment technology	1 <sup>st</sup>	2/12

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

## Teaching staff mobility/Staff Mobility for Training

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 <i>[total number of days of teaching periods or average duration *]</i>	Staff Mobility for Training
CZ PARDUB01	P CASTELO01	091	Health	14	7
CZ PARDUB01	P CASTELO01	0914	Medical diagnostic and treatment technology	14	7
P CASTELO01	CZ PARDUB01	091	Health	14	7
P CASTELO01	CZ PARDUB01	0914	Medical diagnostic and treatment technology	14	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 [Erasmus code]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
CZ PARDUB01	English	-	B1	B2
P CASTELO01	Portuguese	English	B1	B2

### D. Additional requirements

The University of Pardubice is able to welcome students and staff with disabilities. However, the International Office must be informed about it during the application procedure.

### E. Calendar

1. Application on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
CZ PARDUB01	Visa students 15/5; EU students 30/6	Visa students 15/10; EU students 30/11
P CASTELO01	May 31 (April 30 for students with visa requirement)	November 30 (October 31 for students with visa requirement)

- The receiving institution (CZ PARDUB01) will send its decision within 8 weeks.
- The receiving institution (P CASTELO01) will send its decision within 8 weeks.

4. A "Transcript of Records" will be issued by receiving institution (CZ PARDUB01) no later than 2 weeks after the assessment period has finished at the receiving HEI.
5. A "Transcript of Records" will be issued by receiving institution (P CASTELO01) no later than 5 weeks after the assessment period has finished at the receiving HEI.
6. If partner institution terminates the agreement by 1 September 20xx, the termination is valid as of 1 September 20xx+1. The agreement is automatically invalid in case one of partners will not receive the ERASMUS charter. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## F. Information

### 1. Grading system of the University of Pardubice (CZ PARDUB01)

#### Description of the institutional grading system:

Grade	Grade in words (English/Czech)	
1	excellent	výborně
1,5	excellent minus	výborně mínus
2	very good	velmi dobře
2,5	very good minus	velmi dobře mínus
3	good	dobře
4	fail	nevyhověl
R*	course completed - <b>no grade</b>	předmět splněn
absolvoval s vyznamenáním	passed with honours	
absolvoval	passed	

#### ECTS grading scale: the University of Pardubice does not use the ECTS grading scale

ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	EXCELLENT - outstanding performance with only minor errors
B	25	VERY GOOD - above the average standard but with some errors
C	30	GOOD - generally sound work with a number of notable errors
D	25	SATISFACTORY - fair but with significant shortcomings
E	10	SUFFICIENT - performance meets the minimum criteria
FX	-	FAIL - some more work required before the credit can be awarded
F	-	FAIL - considerable further work is required

#### ECTS credits:

1 full academic year	=	60 credits
1 semester	=	30 credits
1 term/trimester	=	20 credits

#### Grading system of the P CASTELO01

1 full academic year = 60 credits  
 1 semester = 30 credits

The Portuguese grading scale is from 0 to 20.

- 10 is the minimum passing grade.
- 10 to 13 - Sufficient to Satisfactory
- 14 and 15 - Good
- 16 and 17 - Very good
- 18 to 20 - Excellent

## 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 PARDUB01	Mgr. Andrea Pilařová, Office of International Affairs and Development, email: <a href="mailto:andrea.pilarova@upce.cz">andrea.pilarova@upce.cz</a> , tel. +420 466 036 725	<a href="http://www.upce.cz/en/studium/erasmus-incoming/application-procedure.html">http://www.upce.cz/en/studium/erasmus-incoming/application-procedure.html</a>
P CASTELO01	Foreign People and Borders Office Tel: +351 272 349 500 del.cbranco@séf.pt	<a href="http://www.sef.pt/portal/V10/EN/asp/page.aspx">http://www.sef.pt/portal/V10/EN/asp/page.aspx</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 PARDUB01	Mgr. Andrea Pilařová, Office of International Affairs and Development, email: <a href="mailto:andrea.pilarova@upce.cz">andrea.pilarova@upce.cz</a> , tel. +420 466 036 725	<a href="http://www.upce.cz/en/studium/ects/pojisteni.html">http://www.upce.cz/en/studium/ects/pojisteni.html</a>
P CASTELO01	<a href="#">European Commission</a> ( <a href="#">Employment, Social</a> <a href="#">Affairs &amp; Inclusion</a> )	European Health Insurance Card <a href="http://ec.europa.eu/social/main.jsp?catId=559">http://ec.europa.eu/social/main.jsp?catId=559</a> <a href="http://www.ipcb.pt/en/index.php/before-departure">http://www.ipcb.pt/en/index.php/before-departure</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 PARDUB01	Bc. Monika Křiřtořová, email: <a href="mailto:monika.kristofova@upce.cz">monika.kristofova@upce.cz</a> , tel. +420 466 036 469	<a href="http://www.upce.cz/en/zazemi/koleje-a-menza.html">http://www.upce.cz/en/zazemi/koleje-a-menza.html</a>
P CASTELO01	Paula Ribeiro gri@ipcb.pt Ph.: +351 272 339 625	<a href="http://www.ipcb.pt/en/index.php/before-departure">http://www.ipcb.pt/en/index.php/before-departure</a>

**G. Signatures of the Institutions**

Institution [Erasmus code]	Name, function	Date	Signature
CZ PARDUB01	Prof. PhDr. Karel Rýdl, CSc., Vice-Rector for Education	03 -02- 2014	
P CASTELO01	Prof. Dr. José Carlos Gonçalves Vice-President	29/01/2014	