



Erasmus+ Programme

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

Inter-institutional agreement 2014/2015 – 2018/2019

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
Vysoké učení technické v Brně (Brno University of Technology)	CZ BRNO01	Institutional Erasmus Coordinator: Tomáš Lády lady@ro.vutbr.cz	www.fce.vutbr.cz
		Academic Contact: Tomáš Hanák hanak.t@fce.vutbr.cz	
		Administrative Contact: Ludmila Zelinková Zelinkova.l@fce.vutbr.cz Tel.: +420 54114 7130 Fax: +420 54114 7160 Faculty of Civil Engineering Veveří 331/95 602 00 Brno Czech Republic	
Sveučilište u Zagrebu University of Zagreb Građevinski fakultet Faculty of Civil Engineering	HR ZAGREB01	Institutional coordinator: Tajana Nikolić (Ms), erasmus.coordinator@unizg.hr, Tel: +385-1-46-98-165	http://international.unizg.hr/international_students/exchange_students

		Faculty coordinator: Professor Ivana Banjad Pečur banjadi@grad.hr, +385-1-4639162	
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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 [1 st , 2 nd or 3 rd]	Number of student mobility periods [total number of months]
CZ BRNO01	HR ZAGREB01	582	Building and civil engineering	1 st , 2 nd , 3 rd	15
HRZAGREB01	CZ BRNO01	582	Building and civil engineering	1 st , 2 nd , 3 rd	15

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 * [total number of days of teaching periods or average duration *]	
CZ BRNO01	HR ZAGREB01	582	Building and civil engineering	10	
HR ZAGREB01	CZ BRNO01	582	Building and civil engineering	10	

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:

Institution [Erasmus code]	Language required	Recommended language level
CZ BRNO01	English	B2*
HR ZAGREB01	English (lectures are held in Croatian, consultations in English are provided for foreign students)	B2*

Exchange students coming to Brno University of Technology must be able to understand lectures, do workgroup and write reports and exams, all in English.

* The level of recommended language is concerned with English language.

D. Calendar

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

Institution [Erasmus code]	Autumn term [month]	Spring term [month]
CZ BRNO01	31 st May	15 th November
HR ZAGREB01	10 May	10 November

HR ZAGREB01

The receiving institution will send its decision within 8 weeks.

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.

The host university will report the transcript of records from each visiting student to the home university using the English language.

CZ BRNO01

The receiving institution will send its decision on admission within 5 weeks.

The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished.

The host university will report the transcript of records from each visiting student to the home university using the English language.

Termination of the agreement

If one or both parties wish to terminate the agreement a notice period 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."

In the event that notice of termination of the agreement is given, students who have already been selected and accepted for the exchange programme may still participate. Notwithstanding the termination of the agreement, each institution agrees that it will continue to fulfil its responsibilities to Exchange Students already registered at their institution until the completion of their particular exchange period.

E. Information

1. Grading systems of the institutions

Institution [Erasmus code]	Website for information
CZ BRNO01	http://www.vutbr.cz/en/studies/ects-catalogue/ects-credit-allocation-based-on-the-student http://www.vutbr.cz/en/studies/ects-catalogue/main-university-regulations
HR ZAGREB01	http://international.unizg.hr/international_students/exchange_students/academic_information

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.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ BRNO01	zelinkova.l@fce.vutbr.cz	http://www.vutbr.cz/en/studies/information-on-visa
HR ZAGREB01	incoming@unizg.hr , 00385 (0)1 4698105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb

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.

Institution [Erasmus code]	Website for information
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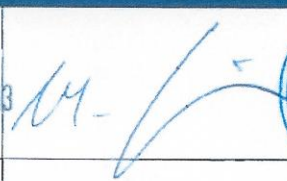

code]	
CZ BRNO01	http://www.vutbr.cz/en/studies/ects-catalogue/insurance
HR ZAGREB01	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb

4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ BRNO01	ubytovatelky@skm.vutbr.cz	http://www.kam.vutbr.cz/english/
HR ZAGREB01	vlado.levak@sczg.hr	http://international.unizg.hr/international_students/exchange_students/student_services/housing

F. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
CZ BRNO01	prof. Ing. Rostislav Drochytka, CSc., MBA Dean	29-11-2013	
HR ZAGREB01	Vesna Dragčević, Dean*	17/1/2014	

* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty

Scanned signatures are accepted