



Erasmus+ Programme
Bilateral Inter-Institutional Agreement
2024-2029

MUNI

Key Action 1
Learning Mobility for Higher Education Students and Staff
among EU Member States and third countries associated to the Programme

SZ: MU-ISOIS/202949/2023/2117518/CZS

ID: 7151

Valid from: 29th August 2023

The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Information about the higher education institutions

| | | |
|--|--|--|
| Between (Name of the institution and department, where relevant) | Erasmus code | University of Gent Faculty of Economics and Business Administration |
| | B GENT01 | |
| Contact details (name, email, phone) | Institutional coordinator: Departmental coordinator: | |
| Websites (general / faculties / course catalogue) | http://www.ugent.be | |
| And (Name of the institution and department, where relevant) | Erasmus code | Masaryk University Faculty of Economics and Administration |
| | CZ BRNO05 | |
| Contact details (name, email, phone) | Institutional Coordinator: Departmental Coordinator: | |
| Websites (general / faculties / course catalogue) | https://www.muni.cz https://is.muni.cz/predmety/?lang=en https://czs.muni.cz/en/student-from-abroad/international-student-guide/course-catalogue | |

Student Mobility for Studies

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.

| Country | | Academic year(s) | Subject area name and ISCED clarification Other terms (if applicable) | Study cycle | Student Mobility for Studies | | |
|---------|----|------------------|---|-------------|------------------------------|--------------|---------|
| FROM | TO | | | | Students | Total months | Blended |
| CZ | BE | 2024/25 - 28/29 | 0410 - Business and administration, not further defined MU unit: Faculty of Economics and Administration Partner unit: Faculty of Economics and Business Administration | 1st/2nd | 4 | 20.00 | yes |
| BE | CZ | 2024/25 - 28/29 | 0410 - Business and administration, not further defined MU unit: Faculty of Economics and Administration Partner unit: Faculty of Economics and Business Administration | 1st/2nd | 4 | 20.00 | yes |

Staff Mobility for Teaching

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.

| Country | | Academic year(s) | Subject area name and ISCED clarification Other terms (if applicable) | Staff Mobility for Teaching | |
|---------|----|------------------|---|-----------------------------|------------|
| FROM | TO | | | Teachers | Total days |
| CZ | BE | 2024/25 - 28/29 | 0410 - Business and administration, not further defined MU unit: Faculty of Economics and Administration Partner unit: Faculty of Economics and Business Administration | 2 | 10 |
| BE | CZ | 2024/25 - 28/29 | 0410 - Business and administration, not further defined MU unit: Faculty of Economics and Administration Partner unit: Faculty of Economics and Business Administration | 2 | 10 |

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.

| Country | | Student mobility for studies | | Staff mobility for teaching | | Staff mobility for training | |
|---------|----|------------------------------|-------|-----------------------------|-------|-----------------------------|-------|
| FROM | TO | Language | Level | Language | Level | Language | Level |
| CZ | BE | English | B2 | English | B2 | | |
| BE | CZ | English | B2 | | | | |

The above stated language competence concerns requirements of the university. For daily communication it is necessary to know English or Czech.

Calendar

Applications/nominations of incoming students must reach the receiving institution by (the deadlines indicated herewith are not final and different dates might apply and can be agreed upon):

| Country | | Nominations | | Applications | |
|---------|----|-------------|-------------|--------------|-------------|
| FROM | TO | Autumn term | Spring term | Autumn term | Spring term |
| CZ | BE | 15 April | 15 October | 15 May | 15 November |
| BE | CZ | 31 May | 1 November | 15 June | 15 November |

Application procedure for incoming students

| Country | | Contact e-mail | Contact phone | Website for information |
|---------|----|----------------|---------------|---|
| FROM | TO | | | |
| CZ | BE | | | http://www.ugent.be/exchangeapplication |
| BE | CZ | | | http://ois.muni.cz/incoming-erasmus-general-info |

Additional requirements

| Country | | Requirement | Details | Website for information |
|---------|----|-------------|-----------------------|---|
| FROM | TO | | | |
| CZ | BE | Other | Language requirements | https://www.ugent.be/prospect/en/administration/application/application-exchange/overview.htm/languagerequirements.htm |
| BE | CZ | --- | --- | --- |

The receiving institution will send its decision within 5 weeks after the deadline for mobility to BE and within 4 weeks after the deadline for mobility to CZ.

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

| Country | | Available infrastructure adjusted for people with | Description of infrastructure | Contact e-mail and phone | Website for information |
|---------|----|---|--|--------------------------|---|
| FROM | TO | | | | |
| CZ | BE | Accessible housing | E.g. wheelchair accessible room/kitchen/sanitary, light-alarm... | | http://www.ugent.be/disability |
| CZ | BE | Accessible classrooms | Some wheelchair accessible, hearing induction loop... | | http://www.ugent.be/disability |
| CZ | BE | Parking spot near campus | For students with own car | | http://www.ugent.be/disability |
| BE | CZ | --- | --- | | http://www.teiresias.muni.cz/?lang=en |

| Country | | Available support services for people with | Description of infrastructure | Contact e-mail and phone | Website for information |
|---------|----|---|--|--------------------------|---|
| FROM | TO | | | | |
| CZ | BE | ADL (assistance in daily life) | When student has a budget for this: help with getting ready for school, groceries, cooking, cleaning... | | http://www.ugent.be/disability |
| CZ | BE | Digital copies of handbooks | To use with text-to-speech or magnifying software | | http://www.ugent.be/disability |
| CZ | BE | Speech-to-text reporter | Only when a student has a budget for this and for some classes | | http://www.ugent.be/disability |
| CZ | BE | Personalised modalities in general | For students with dyslexia, dyscalculia, ADHD, autism spectrum disorder, psychiatric disease, chronic disease, etc | | http://www.ugent.be/disability |
| CZ | BE | Personalised modalities during examinations | E.g. use of a laptop, extra time to perform an exam... | | http://www.ugent.be/disability |
| CZ | BE | Taxi service | Taxi for education related transport at 2€/ride | | http://www.ugent.be/disability |
| BE | CZ | --- | --- | | --- |

Information

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange.

1. 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:

| Country | | Contact details | Website for information |
|---------|----|--|---|
| FROM | TO | | |
| CZ | BE | | https://www.ugent.be/en/facilities/housing/exchange.htm |
| BE | CZ | chylikova@czs.muni.cz , +420549493990 | http://ois.muni.cz/incoming-students-housing |

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:

| Country | | Contact details | Website for information |
|---------|----|--|---|
| FROM | TO | | |
| CZ | BE | | https://www.ugent.be/prospect/en/administration/checklists/checklist-administration-exchange |
| BE | CZ | chylikova@czs.muni.cz , +420549493990 | http://ois.muni.cz/incoming-students-visa |

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.

Exchange students are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:

| Country | | Contact details | Website for information |
|---------|----|--------------------------------------|---|
| FROM | TO | | |
| CZ | BE | | https://www.ugent.be/prospect/en/administration/checklists/checklist-administration-exchange/insurance.htm |
| BE | CZ | chylikova@czs.muni.cz, +420549493990 | http://ois.muni.cz/incoming-students-insurance |

4. Additional information

| Country | | Information | Contact e-mail and phone | Website for information |
|---------|----|--------------------------|--------------------------|---|
| FROM | TO | | | |
| CZ | BE | Other useful information | | https://www.ugent.be/en/ghentuniv/principles/human-rights |
| BE | CZ | --- | | --- |

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 for mobility to BE and no later than 5 weeks for mobility to CZ.

Termination of the agreement

The agreement can be modified or terminated unilaterally, as long as at least a one academic year notice is given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Signatures of the legal representatives of both institutions

According to the Act no. 340/2015 on the Contract Repository, MU is obliged to publish the text of the contract. The contract shall be made accessible to the general public, but personal data, signatures and bank account information shall be omitted.

| | University of Gent | Masaryk University |
|-----------|-----------------------|-----------------------|
| Name | | |
| Function | | |
| Signature | signed electronically | signed electronically |
| Date | 29 August 2023 | 25 August 2023 |