



Erasmus+ Programme

A. Information about higher education institution

Name of the institution (and department, where relevant)	Erasmus code	Contact details¹ (email, phone)	Website (eg. of the course catalogue)
Silesian University in Opava Faculty of Philosophy and Science	CZ OPAVA01	Mgr. Rostislav Němec, PhD., Erasmus Institutional Coordinator, Silesian University in Opava, Na Rybnicku 1, 746 01 Opava, Czech Republic, Tel. : +420 553 684 652 Fax : +420 553 684 655, E-mail: rostislav.nemec@slu.cz Mgr. Kateřina Scheeová, Erasmus Faculty-Coordinator, Faculty of Philosophy and Science in Opava, Bezrucovo namesti 1150/13, 746 01 Opava, Czech Republic, tel. : +420 553 684 255, fax : +420 553 684 258, E-mail: katerina.scheeova@fpf.slu.cz	http://www.slu.cz/fpf/en/students

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

B. 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 instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ OPAVA01		English	Czech	English B1	Czech A2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

C. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

CZ OPAVA01: The Support Centre for Students with Special Needs (SC) of Silesian University in Opava is an university-wide institute offering social-psychological, special-educational and career consulting services. The SC is also the contact point and consulting centre for students with special educational needs.

D. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ OPAVA01	June 22	October 22

[to be adapted in case of a trimester system]*

² 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>

CZ OPAVA01: The institution will send its decision within 4 weeks after receiving Application Form and Learning Agreement.

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice 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."]

E. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide³. 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.]

Grading system at the Silesian University:

<http://www.slu.cz/fpf/en/students/local-grading-scale-ects>

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
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³ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

CZ OPAVA01	katerina.scheeova@fpf.slu.cz Tel.: +420 553 684 255	http://www.slu.cz/fpf/en/students/applications-and-deadlines

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 OPAVA01	katerina.scheeova@fpf.slu.cz Tel.: +420 553 684 255	http://www.slu.cz/fpf/en/students/health-care-and-insurance

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 OPAVA01	katerina.scheeova@fpf.slu.cz Tel.: +420 553 684 255	http://www.slu.cz/fpf/en/students/accommodation