

Grant agreement for Erasmus+ studies between Programme and Partner Countries
No. xxxxxx/xxxxxx

entered into under Section 1746 (2) of Act No. 89/2012 Coll., Civil Code, as amended

Palacký University, Olomouc, ID kód: CZ OLOMOUC01

Address: Křížkovského 8, 771 47 Olomouc, Czech Republic

Called hereafter “the institution”,

represented for the purposes of signature of this agreement by Yvona Vyhnánková, authorized representative, of the one part,

and

[Student name and surname]

Date of birth: [Klikněte sem a zadejte text.](#)

Nationality: [Klikněte sem a zadejte text.](#)

Address: [Klikněte sem a zadejte text.](#)

Telephone: [Klikněte sem a zadejte text.](#)

E-mail: [Klikněte sem a zadejte text.](#)

Gender: [Klikněte sem a zadejte text.](#)

Academic year: 20../20..

Study cycle: [Klikněte sem a zadejte text.](#)

Subject area: [Klikněte sem a zadejte text.](#)

Subject area code: [Klikněte sem a zadejte text.](#)

[text.](#)

Number of completed higher education study years: [Klikněte sem a zadejte text.](#)

Student with: financial support from EU funds

zero-grant

The financial support includes special needs support

The student receives financial support other than Erasmus+ EU funds

Called hereafter “the participant” of the other part, have agreed the Special Conditions and Annexes below which form an integral part of this agreement (“the agreement”):

Annex I Learning Agreement for Studies

Annex II General Conditions

Annex III Erasmus Student Charter (on-line at <http://www.iro.upol.cz/>)

Annex IV Bank account statement form

The terms set out in the Special Conditions shall take precedence over those set out in the annexes.

SPECIAL CONDITIONS

ARTICLE 1 – SUBJECT MATTER OF THE AGREEMENT

- 1.1 The institution shall provide support to the participant for undertaking a mobility activity for studies under the Erasmus+ Programme at **university**, ID code: **PIC code**.
- 1.2 The participant accepts the support specified in Article 3 and undertakes to carry out the mobility activity for studies as described in Annex I.
- 1.3. Amendments to the agreement, including to the start and end dates, shall be requested and agreed by both parties through a formal notification by letter or by electronic message.

ARTICLE 2 – ENTRY INTO FORCE AND DURATION OF MOBILITY

- 2.1 The agreement shall enter into force on the date when the last of the two parties signs.
- 2.2 The minimum duration of the mobility period is 3 months or 1 academic term or trimester. The total duration of the mobility period shall not exceed 12 months, including any zero-grant period, which shall only be used exceptionally.
- 2.3 The mobility period shall start on **DD.MM.YYYY** and end on **DD.MM.YYYY**. The start date of the mobility period shall be the first day that the participant needs to be present at the receiving institution. The end date of the period abroad shall be the last day the participant needs to be present at the receiving organisation.
- 2.4 The participant shall receive a financial support from Erasmus+ EU funds for **x months and x days**.
- 2.5 Demands to the institution to extend the period of stay should be introduced at least one month before the end of the originally planned mobility period.
- 2.6 The Transcript of Records or statement attached to these documents shall provide the confirmed start and end dates of duration of the mobility period.

ARTICLE 3 – FINANCIAL SUPPORT

- 3.1 The financial support for the mobility period is **xxx EUR**, corresponding to **700,- EUR** per month and **xxx EUR** per extra days. The amount for the mobility period shall be determined by multiplying the number of months of the mobility specified in Article 2.3 and 2.4 with the rate applicable per month for the receiving country concerned. In the case of incomplete months, the financial support is calculated by multiplying the number of days in the incomplete month with 1/30 of the unit cost per month.
- 3.2 In addition, the participant shall receive **xxx EUR** as a contribution for travel.
- 3.3 The reimbursement of costs incurred in connection with special needs, when applicable, shall be based on the supporting documents provided by the participant.
- 3.4 The financial support may not be used to cover similar costs already funded by EU funds.
- 3.5 Notwithstanding Article 3.4, the grant is compatible with any other source of funding including revenue that the participant could receive working beyond its studies/traineeship as long as he//she carries out the activities foreseen in Annex I.
- 3.6 The financial support or part thereof shall be repaid if the participant does not comply with the terms of the agreement. If the participant terminates the agreement before it ends, he/she shall have to refund the amount of the grant already paid, except if agreed differently with the sending institution. However, when the participant has been prevented from completing his/her mobility activities as described in Annex I due to force majeure, he/she shall be entitled to receive the amount of the grant corresponding to the actual duration of the mobility period as defined in Article 2.2. Any remaining funds shall have to be refunded, except if agreed differently with the sending institution. Such cases shall be reported by the sending institution and accepted by the National Agency. **The participant is obliged to keep accounting documents and contractual documentation proving the costs associated with the mobility in case that force majeure is applied and the participant claims a reimbursement of the costs.**
- 3.7 The financial support is intended to compensate for the increased costs of living abroad. The participant agrees to cover any costs related to the stay in the host country exceeding the financial support under Article 3.1.

ARTICLE 4 – PAYMENT ARRANGEMENTS

- 4.1 A pre-financing payment shall be made to the participant no later than (whichever comes first):
 - 30 calendar days after the signature of the Grant agreement by both parties
 - upon receipt of confirmation of arrival by the beneficiary

representing [between 70% and 100%] of the amount specified in Article 3. In case the participant did not provide the supporting documents in time, according to the sending institution's timeline, a later payment of the pre-financing can be exceptionally accepted.

4.2 Terms and conditions for payment:

Method of payment: bank transfer to the account as specified in Annex IV (Bank account statement form)

Payment n. 1: **xxx** EUR within 30 days of the signature of the Grant agreement

ARTICLE 5 – INSURANCE

5.1 The participant shall have adequate insurance coverage.

5.2 Medical expenses insurance and liability insurance (coverage of damages caused by the participant at the place of study stay) is provided within the travel insurance of Palacký University (insurance contract no. 2000055471, insurer ERV pojišťovna, as Insurance conditions and scope of insurance coverage see page <https://iro.upol.cz/en/study-abroad/travel-insurance/> .

5.3 After signing the Grant agreement and before leaving for the study stay, the participant is obliged to contact **Mr. Jiří Zapletal** of the insurance broker **Pojišťovací makléřství BOHEMIA, a.s.**, at jirka@zapletalovi.com and notify him of his/her name and surname, personal identification number (or date of birth), place of study stay, date of departure and the number of months corresponding to the length of the stay.

ARTICLE 6 – RECOGNITION

6.1 Prior to the departure abroad, the participant shall specify his/her intended study programme (study plan) at the host institution, and shall submit the draft in written form to the sending and host institutions for approval.

The approved study plan will constitute a **Learning Agreement for Studies** which is binding on all the parties. By signing the Learning Agreement, the participant undertakes to complete the chosen study programme and satisfy the minimum requirements set for outgoing students within the ERASMUS+ programme, i.e. to achieve a **minimum of 20 ECTS credits per one semester**. The participant shall ensure that all changes in the Learning Agreement are agreed upon in written form by both the sending and host institutions as soon as they take place. Modifications to the Learning Agreement made after the arrival of the student at the host institution must be reported within 30 days of the commencement of the study period at the latest.

The obligation to obtain a minimum of 20 ECTS credits does not apply to students in doctoral study programmes, provided that they are sent abroad for scientific and/or research purposes. In such cases, the minimum requirements shall be indicated in the Learning Agreement or specified in an annex thereto.

6.2 The academic recognition and record of obtained credits are governed by the internal rules and standards of the sending institution. The recognition and records of the obtained credits fall within the jurisdiction of departments, institutes and offices of the respective faculties.

By signing the Learning Agreement, the sending institution declares that:

- it agrees to the chosen study programme of the participant,
- the chosen study programme is not at variance with the study plan of the participant at his/her home institution,
- it will ensure full recognition of studies completed at the host institution as a regular part of studies at the sending institution.

Such recognition may only be denied if the participant fails to satisfy the requirements set by the host institution, or otherwise fails to meet the conditions required by the participating institutions for full recognition. In such cases, the participant may be requested to return the granted financial support. This provision does not apply if the participant's failure to meet the required study requirements has been caused by circumstances which he/she could not have influenced and which he/she reported to the ERASMUS+ programme coordinator at the sending institution.

ARTICLE 7 – EU SURVEY

7.1 The participant shall receive an invitation to complete **the online EU Survey** 30 days before the end of the mobility period. The participant shall complete and submit the survey within 15 days upon receipt of the invitation. Participants who fail to complete and submit the online EU Survey may be required to partially or fully reimburse the financial support received.

- 7.2 A complementary online survey may be sent to the participant allowing for full reporting on recognition issues.
- 7.3 At the end of the mobility the participant shall receive the following documents from the receiving institution:
- **Confirmation of Erasmus Study Period** (stating the confirmed start and end dates of the mobility period);
 - **Transcript of Records** – without undue delay and not later than one and a half months after the termination of the mobility period. If the overview of achieved study results does not correspond to the approved study program at the host institution and the participant does not meet the minimum requirements set out in the study contract, the sending institution assesses the overall benefit of the study stay and sets sanctions (e.g. return of part or all of the allocated financial support). Measures applied in case of non-fulfillment of study obligations stipulated by the study contract see page <http://www.iro.upol.cz/> (Erasmus+).

ARTICLE 8 – OTHER PROVISIONS

- 8.1 The participant declares that he/she meets the Erasmus+ eligibility requirements for study stays, and that he or she has acquainted himself or herself with the General Conditions and the Erasmus Student Charter. For all these documents see page <http://www.iro.upol.cz/> (Erasmus+).
- 8.2 The participant agrees to notify the institution of any changes to the details stated in Articles 1.1 and 2.3 without undue delay.
- 8.3 Before leaving abroad, the participant is obliged to report the date of commencement of the study stay abroad to the foreign relations officer of the faculty at which he/she is studying.
- 8.4 After the end of the mobility, the participant is obliged to submit the Transcript of Records at the relevant faculty and to ensure the registration of these results in STAG.

ARTICLE 9 – LAW APPLICABLE AND COMPETENT COURT

- 9.1 The agreement is governed by the national law of the Czech Republic.
- 9.2 The competent court determined in accordance with the applicable national law shall have sole jurisdiction to hear any dispute between the institution and the participant concerning the interpretation, application or validity of this agreement, if such dispute cannot be settled amicably.

SIGNATURES

Name and surname
Participant

Yvona Vyhnánková
Institutional Erasmus+ coordinator

Olomouc: DD.MM.YYYY

Olomouc: DD.MM.YYYY