

ANNEX

FOR THE MEMORANDUM OF UNDERSTANDING

between CULS Prague

and the University of Cagliari (UNICA)

agreed by

the Dean of Faculty of Economics and Management of CULS (Czech Republic)

and

the Vice-Rector for International Affairs of UNICA (Italy)

for the establishment of an integrated Italian-Czech study programme of a total of 6 semesters with the objective of a double degree:

- the Czech degree **Bachelor Business Administration (BA)** resp. the Czech degree **Bachelor Economics and Management (EM)** as well as
- the Italian degree **Bachelor in Business and Economics (BE)**

List of paragraphs:

Paragraph 1: Study progress

Paragraph 2: Lecturers

Paragraph 3: Selection process

Paragraph 4: Organisation of examinations and examination board

Paragraph 5: Administrative organisation

Paragraph 6: Evaluation board

Paragraph 7: Financial conditions

Paragraph 8: Duration

Paragraph 9: Final State Examination

Paragraph 10: Modifications

Course of study UNICA-CULS

Paragraph 1: Study progress

The Faculty of Economics and Management (FEM) of CULS Prague and the Faculty of Economics, Law and Political Science of UNICA establish a joint Italian-Czech study programme within the Bachelor programmes “Business Administration” (BA)/ “Economics and Management” (EM) of CULS Prague and “Business and Economics” of UNICA.

After having completed the prescribed six semesters (180 ECTS), the Italian and the Czech students receive the degree of both universities, i.e. the *Bachelor “Business Administration”/“Economics and Management”* (EM) as well as the *Bachelor “Business and Economics”*.

The study programme and the study places are summarized in the following table (a detailed study programme can be found in the overall table in the annex):

Italian-Czech integrated study programme

Faculty of Economics and Management – CULS/ Faculty of Economics, Law and Political Science- UNICA

	CULS	UNICA
1. Semester	Students of CULS Prague in Prague Study programme <i>Bachelor Business Administration/ EM</i>	Students of UNICA in Cagliari Study programme <i>Bachelor in Business and Economics</i>
2. Semester	Students of CULS Prague in Prague Study program <i>Bachelor Business Administration/ EM</i> + Regional and cultural studies *	Students of UNICA in Cagliari Study programme <i>Bachelor in Business and Economics</i> + Regional and cultural studies *
3. Semester	Students of CULS Prague in Cagliari together with students of UNICA in open group Study programme <i>Bachelor in Business and Economics **</i> + Italian language course	Students of UNICA in Prague together with students of CULS Prague in open group Study programme <i>Bachelor Business Administration/EM **/**</i> + Czech language course
4. Semester	Students of CULS Prague in Cagliari together with students of UNICA in open group. Study programme <i>Bachelor in Business and Economics **</i> + Italian language course	Students of UNICA in Prague together with students of CULS Prague in open group Study programme <i>Bachelor Business Administration/EM **/**</i> + Czech language course
5. Semester	Students of CULS Prague in Prague Study programme <i>Bachelor Business Administration/ EM</i>	Students of UNICA in Cagliari Study programme <i>Bachelor in Business and Economics</i>
6. Semester	Students of CULS Prague in Prague Study programme <i>Bachelor Business Administration/ EM</i>	Students of UNICA in Cagliari Study programme <i>Bachelor in Business and Economics</i>

* As a preparation for their stay abroad, students have to attend a course about regional and cultural studies (2 semester hours per week or in form of a study block)

** Option: Attending courses in the respective national language (Czech or Italian)

*** 90 ECTS from the total amount of 180 ECTS have to be gained for modules from Prague. There also might be projects, e-learning, assignments, workshops etc. next to the normal courses.

A maximum of eight students of CULS Prague study in the third and fourth semester within the Bachelor study program *Business and Economics* at UNICA.

A maximum of eight students of UNICA study in the third and fourth semester within the Bachelor study programme "*Business Administration*" / "*Economics and Management*" at the Faculty of Economics and Management of CULS Prague.

Paragraph 2: Lecturers

Students of UNICA who are studying in Prague attend English taught courses of "*Business Administration*" / "*Economics and Management*" in an open group together with their Czech fellow students of the Italian-Czech study programme. The team of lecturers consists of those persons who are teaching these courses at the Faculty of Economics and Management on a regular basis.

Students of CULS Prague who are studying in Cagliari attend English taught courses of *Business and Economics* in an open specific group together with their Italian fellow students of the Italian-Czech study programme. The team of lecturers consists of those persons who are teaching these courses at the Faculty of Economic, Law and Political Sciences on a regular basis.

In consultation with the respective study programme coordinators of both universities, the Italian and Czech students have the opportunity to select further courses of different study programmes in the national language of the partner university. These courses could also replace courses from the regular study programmes.

Additionally, they attend an Italian/ Czech language course. Both universities ensure that they provide at least courses of the level A1 and A2. The team of lecturers consists of those persons who are teaching these courses at the respective university on a regular basis.

As a preparation for their stay abroad, the students of both universities have to attend a course about regional and cultural studies (2 semester hours per week or in form of a study bloc).

Paragraph 3: Selection process

The annual selection of students takes place in the first two semesters of the Bachelor programme and is made by the following criteria:

- Analysis of the (written) application documents.
- Interview in the language of the partner country (mainly in English; optional in national language of partner university).
- The students of UNICA are selected by a selection board during the first or second semester.
- The students of CULS Prague are selected by a selection board during the first or second semester.

At the end of the second semester both Italian and Czech students selected for the Italian-Czech study programme have to fulfill the following requirements:

- Students of UNICA have to prove a language level of at least B2 in *English* and B1 in *Czech* in case of the selection of courses in Czech language.
- Students of CULS Prague have to prove a language level of at least B2 in *English* and B1 in *Italian* in case of the selection of courses in Italian language.

The selection process and the selection of students is made at the respective university. The nominations are confirmed by the partner university.

Paragraph 4: Organization of examinations and examination board

The students of the Italian-Czech study programme have to pass the regular examinations at both partner universities.

At CULS Prague the students are allowed to repeat examinations, which they did not pass at the first attempt, two times (3 attempts). At UNICA an examination can also be repeated two times (3 attempts)¹.

Altogether the successful degree of the Italian-Czech study programme results in the acquirement of 180 ECTS for the students of CULS Prague and UNICA.

The examination results which are achieved by the students of UNICA at CULS Prague and by students of CULS Prague at UNICA are recognized by the partner university. An overall table about the study programme can be found in the annex.

Examination board:

The examination board for the Czech degree consists of those persons who belong to the examination board of the Faculty of Economics and Management of CULS Prague.

The examiners for the Italian degree of the Italian-Czech study programme are appointed by the examination board of the Faculty of Economics, Law and Political Science of UNICA.

¹ Students of Unica that fail all three attempts must abandon the Italian-Czech study programme. They can carry on the Italian programme of the Italian degree Bachelor Business and Economics (BE) at UNICA.

Students prepare their final dissertation under the supervision of a lecturer either from UNICA or CULS Prague, or under the co-supervision of two lecturers, one from UNICA and one from CULS Prague. The dissertation can be defended either in Cagliari or in CULS Prague.

Bachelor studies at FEM, CULS Prague, are completed by passing the Final State Exam, see more information in Paragraph 9.

Paragraph 5: Administrative Organization

CULS Prague and UNICA agree on the establishment of a coordination group for the implementation and supervision of the Italian-Czech study programme which equally consists of employees of both universities.

The members of the working group “*Italian-Czech study programme*” at CULS Prague in the Czech Republic are

- the Dean of the Faculty of Economics and Management,
- the Vice-Dean for International Relations as well as
- the Head of the study programme “*Business Administration*”/ “*Economics and Management*”.

The members of the coordination group “*Italian-Czech Study Programme*” at UNICA are

- the Dean of the Faculty of Economics, Law and Political Science,
- the Coordinator of the study programme *Business and Economics* as well as
- the Italian-Czech Study Program Director (in case there will be one appointed).

The Deans of the Faculties and the Head of the study programme/ Programme Coordinator are responsible for the organization of the study program. The main objectives of the working group consist in

- the advertisement of the study programme,
- the coordination of the study offer as well as
- the supervision of the students.

The members of the coordination group are in regular contact. Travel expenses which might be caused due to visits at the partner universities have to be borne by the home university.

Paragraph 6: Evaluation board

CULS Prague and UNICA agree on the establishment of an evaluation board which equally consists of members of both universities. The universities appoint the respective members themselves.

The tasks of the evaluation board consist in

- the evaluation of the Italian-Czech study programme,
- the follow-up of the graduates' professional careers (further qualification or starting working life) as well as
- the further development of cooperation relations.

Paragraph 7: Financial conditions

The students chosen for the Italian-Czech study programme are enrolled at the home university and at the partner university. They pay tuition fees at the home university (in case of the existence of tuition fees) as long as the home university does not release them from payment during the study abroad period. At the partner university they are released from payment.

Both universities advise the students which were chosen for the Italian-Czech study programme on funding options for their study abroad (scholarships, ERASMUS+ grant etc.).

In order to facilitate the mobility of students of the Italian-Czech study programme, both universities assist the guest students in finding an accommodation for the time of their stay at the host university. However, the final responsibility for their stay in the partner country is with the students. None of the two universities is responsible for financial claims regarding accommodation.

Paragraph 8: Duration

This agreement comes into force with the signature of the competent body in accordance with the respective national law and is valid for five academic years: 2019/2020, 2020/2021, 2021/2022, 2022/2023, 2023/2024. A termination stated by one university is possible at any time within a period of a six months to the end of an academic year. The only condition is that it is ensured that the students who have last started the double degree programme could finish it.

Six months previous to the expiry of the agreement both partners elaborate a concept for the continuation of the cooperation.

Paragraph 9: Final State Examination

Both universities agree for the establishment of Final State Examination (FSE) process for UNICA students within the integrated Italian-Czech study programme with the objective of a double degree;

- the Czech degree **Bachelor Business Administration** resp. the Czech degree **Bachelor Economics and Management (EM)** as well as
- the Italian degree **Bachelor in Business and Economics (BE)**

Bachelor studies at FEM, CULS Prague, are completed by passing the Final State Exam (FSE), which also includes the defence of the Bachelor Thesis. The Final State Exams (FSE) take place on specified dates at FEM, CULS Prague. UNICA students studying in the double degree programme will have an opportunity to attend the Final State Examination (FSE) personally in Prague or in Cagliari via a videoconference. For this purpose, members of the board of examiners from both universities will be appointed. They will ensure that the Final State Examination by means of a videoconference will be conducted in accordance with the study rules of the CULS Prague.

Final State Examination (FSE) description:

Each student must prepare PowerPoint presentation of the Thesis which should take about 10 minutes. The defence must be focused on the topic of the Thesis and point out the objectives and methodology, the research results and conclusion. It should include tables and charts that are easy to read and there should not be too much information on one slide. At the end the used literature sources should be mentioned and at the last slide students can include the opponent's questions and answer them.

After the Theses defence the examination of the 3 comprehensive subjects* begins. Students do not choose the questions, each member of the committee asks anything from their subject. Usually it is related to the topic of the Thesis but it is not a rule.

After that there is a short discussion about the student's performance and then the committee announces the results.

*Comprehensive subject 1: Economics I, Economics II

*Comprehensive subject 2: Accounting Theory, Management Theory, Information Systems

*Comprehensive subject 3: Essentials of Juridical Sciences, Commercial and Civil Law

Graduation ceremony and Diploma Awarding:

After the Final State Exam (FSE) the students are invited for a graduation ceremony that is held at CULS. They are awarded with a Diploma in **bachelor of Business Administration** and receive a title of Bc. (from latin *baccalaureus*) that they can use in front of their name.

Paragraph 10: Modifications

This annex for the General Cooperation Agreement is written down in English.

Each supplement and each modification of this text requires a control procedure and the approval of the responsible bodies of both partners.

Cagliari, November 9th, 2018

Prague, 13. 11. 2018



.....
Prof. Dr. Alessandra Carucci
Vice-Rector for International Affairs
Management of University of Cagliari



.....
Ing. Martin Pelikán PhD.
Dean of Faculty of Economics and
CULS Prague

Double Degree UNICA CULS UNICA Students Programme	Semester 1 In Cagliari	Semester 2 In Cagliari	Semester 3 In Prague	Semester 4 In Prague	Semester 5 In Cagliari	Semester 6 In Cagliari	Total ECTS
	<ul style="list-style-type: none"> • Business Administration (12 ECTS) • Mathematics (12 ECTS) • Informatics (3 ECTS) <p style="text-align: center;">27 ECTS</p>	<ul style="list-style-type: none"> • Statistics (12 CTS) • Microeconomics (12 ECTS) • Private Law (9 ECTS) <p style="text-align: center;">33 ECTS</p>	<ul style="list-style-type: none"> • Information Systems (5 ECTS) • Human Resources Management (5 ECTS) • Marketing Management (5 ECTS) • Investment and Long Term Financing (5 ECTS) • Theory of Trade (5 ECTS) • Czech (5 ECTS) • German (5 ECTS) <p style="text-align: center;">35 ECTS</p>	<ul style="list-style-type: none"> • Financial Economics (5 ECTS) • Fundamentals of Law (5 ECTS) • 4 x free choice exams and seminars (5 ECTS each = 20 ECTS in total) <p style="text-align: center;">30 ECTS</p>	<ul style="list-style-type: none"> • International Accounting (9 ECTS) • Macroeconomics (9 ECTS) • German (6 ECTS) <p style="text-align: center;">24 ECTS</p>	<ul style="list-style-type: none"> • Management (9 ECTS) • International law and labour relations (6 ECTS) • Internship (9 ECTS) • Bachelor thesis (9) = 33 ECTS • <u>Extra ECTS Bachelor Thesis (+6 ECTS)</u> • Thesis Defence Video Conference (10 ECTS) <p style="text-align: center;">180 ECTS</p>	

Double Degree UNICA CULS CULS Students Programme	Semester 1 In Prague	Semester 2 In Prague	Semester 3 In Cagliari	Semester 4 In Cagliari	Semester 5 In Prague	Semester 6 In Prague	Total ECTS
	<ul style="list-style-type: none"> • Courses are taken according to the particular study programme (Business Administration/Economics and Management) • See the Table 1 below <p style="text-align: center;">30 ECTS</p>	<ul style="list-style-type: none"> • Courses are taken according to the particular study programme (Business Administration/Economics and Management) • See the Table 1 below <p style="text-align: center;">30 ECTS</p>	<ul style="list-style-type: none"> • International Accounting (9 ECTS) • Macroeconomics (9 ECTS) • Italian (12 ECTS) <p style="text-align: center;">30 ECTS</p>	<ul style="list-style-type: none"> • Management (9 ECTS) • International law and labour relations (6 ECTS) • Free choice exams and seminars (6 ECTS) in Italian or English • Transport Law (9 ECTS) <p style="text-align: center;">30 ECTS</p>	<ul style="list-style-type: none"> • Courses are taken according to the particular study programme (Business Administration/Economics and Management) • See Table 2 below <p style="text-align: center;">30 ECTS</p>	<ul style="list-style-type: none"> • Courses are taken according to the particular study programme (Business Administration/Economics and Management) • See Table 2 below • + Thesis Defence and Final State Exams <p style="text-align: center;">30 ECTS</p>	

Table 1: “Business Administration”/“Economics and Management” (EM) Syllabus

Standard courses of Study for CULS students:

	Business Administration	Economics and Management
1. semester in Prague	Mathematics (5 ECTS)	Mathematics (5 ECTS)
	Science, Philosophy and Society (5 ECTS)	Politology (5 ECTS)
	Agricultural Systems I (5 ECTS)	Agricultural Systems I (5 ECTS)
	Information and Communication Technologies (5 ECTS)	Psychology (5 ECTS)
	Essentials of Juridical Science (5 ECTS)	Informatics (5 ECTS)
	English for Academic Purposes (2 ECTS)	English for Academic Purposes (2 ECTS)
2. semester in Prague	Mathematical Methods for Economics I (5 ECTS)	Mathematical Methods for Economics (5 ECTS)
	Psychology of Personality and Communication (5 ECTS)	Mathematical Methods for Statistics (5 ECTS)
	Agricultural Systems II (5 ECTS)	Agricultural Systems II (5 ECTS)
	Internet Technologies (5 ECTS)	Science, Philosophy and Society (5 ECTS)
	Commercial and Civil Law (5 ECTS)	Information Technologies (5 ECTS)
	English for Business Purposes (3 ECTS)	English for Business (3 ECTS)
3. semester in Prague	Mathematical Methods for Economics II (5 ECTS)	Empirical Research in Economics (5 ECTS)
	Economics I (5 ECTS)	Microeconomics (5 ECTS)
	Statistics I (5 ECTS)	Statistics I (5 ECTS)
	Accounting Theory (5 ECTS)	Economics of Agrarian Sector (5 ECTS)
	Planning and Project Management (5 ECTS)	Qualitative Methods (5 ECTS)
	Foreign Language (2 ECTS)	Foreign Language (2 ECTS)
4. semester in Prague	Political Science (5 ECTS)	Financial Economics (5 ECTS)
	Economics II (5 ECTS)	Macroeconomics (5 ECTS)
	Statistics II (5 ECTS)	Statistics II (5 ECTS)
	Accounting for Entrepreneurs (5 ECTS)	Trade and Commerce (5 ECTS)
	E-Commerce and Business	Theory of Management (5 ECTS)
	Foreign Language (3 ECTS)	Foreign Language (3 ECTS)
5. semester in Prague	Psychology and Ethics in Business (5 ECTS)	Enterprise Economics (5 ECTS)
	Management Skills (5 ECTS)	Information Systems (5 ECTS)
	Agrarian Sector Economics (5 ECTS)	Human Resources Management (5 ECTS)
	Theory of Trade (5 ECTS)	Marketing Management (5 ECTS)
	Investment and Long Term Financing (5 ECTS)	Natural Resources Management (5 ECTS) OR Environmental Economics (5 ECTS)
6. semester in Prague	Business Economics (5 ECTS)	Rural Sociology (5 ECTS)
	Management Theory (5 ECTS)	Theory of Accounting (5 ECTS)
	Information Systems (5 ECTS)	Fundamentals of Law (5 ECTS)

CULS and UNICA students information: Marked in green colour are obligatory courses that must be always passed/recognized at CULS in order to get Bachelor Diploma.

Table 2: “Business Administration”/“Economics and Management” (EM) Syllabus

Possible course of Study for CULS students while doing Double Degree at UNICA:

	Business Administration	Economics and Management
1. semester in Prague	Mathematics (5 ECTS)	Mathematics (5 ECTS)
	Science, Philosophy and Society (5 ECTS)	Politology (5 ECTS)
	Agricultural Systems I (5 ECTS)	Agricultural Systems I (5 ECTS)
	Information and Communication Technologies (5 ECTS)	Psychology (5 ECTS)
	Essentials of Juridical Science (5 ECTS)	Informatics (5 ECTS)
	English for Academic Purposes (2 ECTS)	English for Academic Purposes (2 ECTS)
2. semester in Prague	Mathematical Methods for Economics I (5 ECTS)	Mathematical Methods for Economics (5 ECTS)
	Psychology of Personality and Communication (5 ECTS)	Mathematical Methods for Statistics (5 ECTS)
	Agricultural Systems II (5 ECTS)	Agricultural Systems II (5 ECTS)
	Internet Technologies (5 ECTS)	Science, Philosophy and Society (5 ECTS)
	Commercial and Civil Law (5 ECTS)	Information Technologies (5 ECTS)
	English for Business Purposes (3 ECTS)	English for Business (3 ECTS)
3. semester in Cagliari	International Financial Accounting (9 ECTS)	International Financial Accounting (9 ECTS)
	Macroeconomics (9 ECTS)	Macroeconomics (9 ECTS)
	Italian (12 ECTS)	Italian (12 ECTS)
4. semester in Cagliari	Management (9 ECTS)	Management (9 ECTS)
	International Law and Labour relation (6 ECTS)	International Law and Labour relation (6 ECTS)
	Free choice Exam and seminar (6 ECTS) in Italian or English	Free choice Exam and seminar (6 ECTS) in Italian or English
	Transport Law (9 ECTS)	Transport Law (9 ECTS)
5. semester in Prague	Psychology and Ethics in Business (5 ECTS)	Enterprise Economics (5 ECTS)
	Management Skills (5 ECTS)	Information Systems (5 ECTS)
	Agrarian Sector Economics (5 ECTS)	Human Resources Management (5 ECTS)
	Theory of Trade (5 ECTS)	Marketing Management (5 ECTS)
	Investment and Long Term Financing (5 ECTS)	Natural Resources Management (5 ECTS) OR Environmental Economics (5 ECTS)
6. semester in Prague	Business Economics (5 ECTS)	Rural Sociology (5 ECTS)
	Management Theory (5 ECTS)	Theory of Accounting (5 ECTS)
	Information Systems (5 ECTS)	Fundamentals of Law (5 ECTS)

Semester 3 and 4 will be fully recognized for CULS students as the obligatory courses correspond with the programme syllabi at UNICA (see Table 3 below).

CULS students information: The red courses in semester 5 and 6 are obligatory to pass after your return from UNICA and *cannot* be recognized for any course at UNICA such as „free choice exams and seminars“ etc.

Course of study UNICA-CULS

Table 3: Conversion table

Green courses are courses whose content corresponds to the obligatory courses that must be recognized or completed at CULS in order to get the Czech Bachelor Diploma:

CULS Bachelor Business Administration		CULS Bachelor Economics and Management	
CULS obligatory courses	UNICA Correspondent courses	CULS obligatory courses	UNICA Correspondent courses
CULS Essential of Juridical Science (5 ECTS)	UNICA Private Law (9 ECTS)	CULS Mathematical Methods for Economics (2 ECTS)	UNICA Mathematics (12 ECTS)
CULS Commercial and Civil law (5 ECTS)	UNICA Private Law (9 ECTS)	CULS Mathematical Methods for Statistics (5 ECTS)	UNICA Mathematics (12 ECTS)
CULS Economics I (5 ECTS)	UNICA Microeconomics (12 ECTS)	CULS Microeconomics (5 ECTS)	UNICA Microeconomics (12 ECTS)
CULS Accounting Theory (5 ECTS)	UNICA Business Administration (12 ECTS)	CULS Statistics I (5 ECTS)	UNICA Statistics (12 ECTS)
CULS Economics II (5 ECTS)	UNICA Macroeconomics (9 ECTS)	CULS Macroeconomics (5 ECTS)	UNICA Macroeconomics (9 ECTS)
CULS Management Theory (5 ECTS)	UNICA Management (9 ECTS)	CULS Statistics II (5 ECTS)	UNICA Statistics (12 ECTS)
CULS Information Systems (5 ECTS)	must be taken at CULS	CULS Trade and Commerce (5 ECTS)	UNICA Management (9 ECTS)
		CULS Theory of Management (5 ECTS)	UNICA Management (9 ECTS)
		CULS Enterprise Economics (5 ECTS)	UNICA Business Administration (12 ECTS)
		CULS Information Systems (5 ECTS)	must be taken at CULS

Table 4: Conversion table UNICA Bachelor in Business and Economics (Second year in Prague)

UNICA compulsory courses	CULS correspondent courses
Information Systems (6 ECTS)	Information Systems (5 ECTS)
Human Resources Management (6 ECTS)	Human Resources Management (5 ECTS)
Marketing Management (6 ECTS)	Marketing Management (5 ECTS)
Investment and Long Term Financing (6 ECTS)	Investment and Long Term Financing (5 ECTS)
Financial Economics (6 ECTS)	Financial Economics (5 ECTS)
Fundamentals of Law (6 ECTS)	Fundamentals of Law (5 ECTS)
Free choice exams and seminars (15 ECTS)	Theory of Trade (5 ECTS)
Czech/German/English/ Spanish / French (12 ECTS)	4 x free choice exams and seminars (5 ECTS each = 20 ECTS in total)
	Czech (5 ECTS)
	German (5 ECTS)
Total ECTS 63	Total ECTS 65