

## Open call for 2024 intensive summer school course proposal

The Centre for International Cooperation (CZS) is opening its call for programme proposals for the third iteration of its “intensive summer school” during summer 2024.

Through this programme, teachers are able to propose a 2-week intensive summer school during the dates **14 - 27 July 2024**, and CZS will support in the logics around promotion, applications, accommodation, and organization of the culture and social activities.

The goals of these programmes are to offer a wide variety of academic offer, as well as highlight the strengths of Masaryk University.

For this term we are enacting some changes in the proposal process to better ensure the success of the classes.

- **Link for submitting a proposal:** <https://forms.office.com/e/3rANCFK3wT>

For inspiration you can view the offer for 2023 edition at <https://summeratmasaryk.cz/> by filtering courses for 2 weeks.

### Timeline:

1. Proposal submission: 25 May until 15 September 2023
2. Review of proposals: 15-25 September 2023
3. Final approval by faculty/vice-deans: 25 September – 10 October 2023
4. Marketing meetings with teachers: 10-25 October 2023
5. Final offer on website and in printed materials by 1 November 2023

### New in the proposal process:

1. Confirmation that a budget has been considered
2. Minimum description of the course is 150 words
3. Maximum name length is 35 characters (a subtitle is possible, but many portals have a limit)

### Division of competences

CZS MU	Academic workplace (teachers/departments)
Promotion	Prepare course information
Collection of applications	Check if students meet the requirements (prerequisites)
IS administration (student records)	Teaching
Visa and arrival administration	Communicate with students on academic matters
Accommodations	Evaluate - mark each student
Finance	
Cultural program	
Issuance of transcript of record	
Assistance to students staying in Brno	
Faculties/departments	
	Create shopping cart administration for payment
	Create the course in IS for student enrollment

### Expectations from the academic workplace

- Classes should take place every working day - at least twice a day for 90 minutes – a minimum of 3 hours, preferably in the morning as culture activities will be organized in the afternoon.

**Dates: 14 -27 July 2024**

- The form of teaching can be variable - seminar, lecture, excursion, work in the field, in laboratories, ...
- The subject can be offered at all possible levels (BA, MA, PhD), however, if it should be used to promote a master's program in English, it makes sense to target the summer school to bachelor students
- The ECTS value of the course should be **in the range of 2-4 credits**
  - The higher the ECTS the better for promotion and recruitment.
- The number of students will have an impact on the financial remuneration of the teachers, however - unless the agreement is different - the minimum enrollment is 5 registered students.
- The number of teachers and other organizational matters connected with the academic program (including transportation for academic field trips) are fully within the competence of the given academic workplace

### Finance

Summer school price	Distribution of "income" to MUNI
€ 1 100	€ 400 for each student and (€ 350 in the case of a student who receives a discount for a partner university) received by the visiting workplace (department, institute, faculty) - (this amount may not be subject to the 21 % VAT rate)
€1 000 (discounted price for students from partner universities)	€ 700 (or € 650 for a student with a discount) will be received by the CZS to pay for accommodation, administration, and the cultural program (this amount is subject to a 21% VAT rate)
The price includes	
Course fees	
Accommodations	
Cultural program	
Assistance before, during and after the end	
Welcome/Farewell reception	

Link for submitting a proposal: <https://forms.office.com/e/3rANCFK3wT>

- Deadline for submission is 15 September 2023

Contact and other questions: Erin Anna Smith, [smith@czs.muni.cz](mailto:smith@czs.muni.cz)

## **Costs summarization**

CZS strives to keep the costs the same, which means 1000 EUR for partner universities and 1100 for non-partner university students. This breakdown is 350-400 EUR/student to the department/teachers for academic and 650-700 EUR to CZS for the accommodation and non-academic costs

We've had many questions about this fee breakdown this year and want to address them here.

1. What is the use of CZS breakdown?
  - a. CZS must charge VAT, overhead, and profit according to university regulations – all while trying to offer comprehensive programming that MU has been known for, and which sets us apart from competitors.
2. Why do we charge for accommodation – isn't it better to just have the students find it on their own?
  - a. For CZS to get competitive rates for the accommodation and keep costs low, it is necessary to book the rooms 10-12 months in advance. This means we have the guarantee some level of occupation.
  - b. The cost CZS is able to get is between 350-400 EUR – without taking into account overhead and taxes for a double room. It is almost impossible to find cheaper accommodation in Brno in July for two weeks – especially when ordered less than 4 months prior to the start.
  - c. During these programmes, CZS expects between 80-140 students – few options allow for such large groups at cheap rates, when the students do not know each other.
3. This is an academic programme, why is it necessary to offer social and culture programming?
  - a. Summer schools are often considered successful not just for excellent academics – which is the most important, but also the support that exists outside of classes. Welcome, farewell receptions, and some kinds of culture introduction is standard.

## **Student experiences:**

“The mixture of academics, the organized cultural programs and life in Brno make this a valuable, enriching and fun program.”

“The all-round experience was unforgettable. The social aspect of meeting that many new and interesting people from other European Universities (or even other continents) was very valuable and the educational aspect also held a lot of promising learnings that I will hopefully intensify in the future.”

“Exceptional combination of academic program and social activities. Opportunity to learn and experience Brno and Moravia. Super, friendly atmosphere and chance to meet colleagues with similar interests”