



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2016/2017-2021/2022² between programme countries

[Minimum requirements]³

The institutions named below 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, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
UNIVERSITEIT ANTWERPEN	B ANTWERP01	Administrative coordinator: Sofie Krol CGB – Gebouw T Room T20 Groenenborgerlaan 171 2020 Antwerpen Tel.: +3232651919	www.uantwerpen.be/international/exchange
ÓBUDA UNIVERSITY John von Neumann Faculty of Informatics (96/b, Bécsi str. 1034 Budapest)	HU BUDAPES16	Institutional coordinator : Mrs. Ildikó MAROSI PhD Office of International Education marosi.ildiko@kgk.uni-obuda.hu Tel: +36-1 666 5050 Academic contact: Dr. habil. Levente KOVACS kovacs.levente@nik.uni-obuda.hu Tel: +36-1 666 5585	http://erasmus.uni-obuda.hu/en

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁵ per academic year

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.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
B ANTWERP01	HU BUDAPEST16	0715	Electro-mechanics	2 nd ,3 rd	2 students (=10 months)	NA
HU BUDAPEST16	B ANTWERP01	0619	Information and Communication Technologies	1 st , 2 nd , 3 rd	10 months	-

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
B ANTWERP01	HU BUDAPEST16	0715	Electromechanics	10 days (2 people x 5 days)	NA
HU BUDAPEST16	B ANTWERP01	0619	Information and Communication Technologies	10 days (2 people x 5 days)	-

C. 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:

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
B ANTWERP01	0715	Dutch	English	English: B2 Dutch: B2	
HU BUDAPEŠ16	0619	English	English	B2 English	B2 English

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

D. Additional requirements

B ANTWERP01: www.uantwerp.be/en/education/from-choosing-a-programme-to-graduate/information-for/disability/

HU BUDAPEŠ16: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Office of International Education: incoming@uni-obuda.hu
Application process: <http://erasmus.uni-obuda.hu/en>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
B ANTWERP01	Nominations: 15 th April Student applications: 15 th May	Nominations: 15 th October Student applications: 1 st November
HU BUDAPEŠ16	Nominations: 1 st May Student applications: 15 th May	Nominations: 31 st October Student applications: 20 th November

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

2. The receiving institution will send its decision within 6 weeks, provided the documents are complete.

Óbuda University will send its decision within 2 weeks of the receipt of the nomination / application in case the nominated / applying student *cannot* be accepted.

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

The institutions decide in mutual agreement on the procedure of modifying or terminating the agreement. In the event of unilateral termination, a notice of at least one academic year has to be given.

⁶ 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>

"Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F. Information

1. Grading systems of the institutions

B ANTWERP01: www.uantwerp.be/en/education/from-choosing-a-programme-to-graduat/information-for/international-students/exchange-students/study-information/examination-grading/

HU BUDAPES16: <http://erasmus.uni-obuda.hu/en/grading-system>

In Hungary the best mark is 5.

Hungarian Grade	Definition	ECTS Classification
5	Excellent – outstanding performance with only minor errors	A
4	Good – generally sound work with a number of notable errors	C
3	Satisfactory – fair but with significant shortcomings	D
2	Sufficient – performance meets the minimum criteria	E
1	Fail – considerable further work is required	F, Fx

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
B ANTWERP01		www.uantwerpen.be/en/education/from-choosing-a-programme-to-graduat/information-for/international-students/exchange-students/arrival/visa/
HU BUDAPES16	incoming@uni-obuda.hu , +36-1 6665051	For Visa: http://konzuliszolgalat.kormany.hu/en For residence permit: http://www.bmbah.hu/jomla/index.php?lang=en

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
B ANTWERP01		Health Insurance: www.uantwerpen.be/en/education/from-choosing-a-programme-to-graduat/budget-social-facilities/health-insurance/ Fire Insurance: www.uantwerpen.be/en/campus-life/housing/fire-insurance/

HU BUDAPES16	incoming@uni-obuda.hu , +36-1 666 5051	http://www.oep.hu/data/cms1004771/Health Care Services Available During Temporary Stay in Hungary form.pdf
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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
B ANTWERP01	Jasmien Hoefkens Grote Kauwenberg 2 2000 Antwerp Tel. + 32 3 265 51 31 internationalhousing@uantwerp.be	www.uantwerpen.be/en/education/from-choosing-a-programme-to-graduate/information-for/international-students/exchange-students/arrival/housing/
HU BUDAPES16	incoming@uni-obuda.hu , +36-1 666 5051	http://erasmus.uni-obuda.hu/en/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature (and stamp) ⁷
B ANTWERP01	Prof. Dr. Herman Van Goethem Rector Universiteit Antwerpen	02 -11- 2016	  
HU BUDAPES16	Dr. András MOLNÁR Dean of John von Neumann Faculty of Informatics, Óbuda University	20/10/2016	 

*The Bilateral Agreements in Óbuda University can be signed by the following persons:
Rector, Vice-rectors, Deans, Director of the Office of International Education*

⁷Scanned signatures are accepted

