



# Erasmus+ Programme

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

### Inter-institutional agreement 2016/17-2020/21 between programme countries

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 (email, phone)	Website (eg. of the course catalogue)
<b>Tomas Bata University in Zlín</b> <b>Faculty of Management and Economics</b>	<b>CZ ZLIN01</b>	Departmental Coordinator: <b>Bedrich Zimola</b> Vice-dean for International Relations Faculty of Management and Economics Address: Mostni 5139, 760 01 Zlín, Czech Republic E-mail: <a href="mailto:zimola@fame.utb.cz">zimola@fame.utb.cz</a>  Institutional Contact person: <b>Pavel Bycek</b> International Office Tomas Bata University in Zlín Address: nam. T. G. Masaryka 5555, 760 01 Zlín, Czech Republic Tel.: +420 576032208 E-mail: <a href="mailto:bycek@rektorat.utb.cz">bycek@rektorat.utb.cz</a>	<a href="http://www.utb.cz">www.utb.cz</a>  <a href="http://www.utb.cz/international/faculty-of-management-and-economics-1">http://www.utb.cz/international/faculty-of-management-and-economics-1</a>
<b>Óbuda University Budapest</b>  <b>Keleti Faculty of Business and</b>	<b>HU BUDAPES16</b>	<b>Institutional coordinator :</b> Mrs. Ildikó Marosi PhD Office of International Education <a href="mailto:marosi.ildiko@kgk.uni-obuda.hu">marosi.ildiko@kgk.uni-obuda.hu</a> Tel: +36-1 666 5050 Tavaszmező u. 17.	<a href="http://www.erasmus.uni-obuda.hu">www.erasmus.uni-obuda.hu</a>

<b>Management</b>  Tavaszmező u. 17. 1084 Budapest  Hungary		1084 Budapest  <b>Academic contact:</b> Mrs. Kornélia Lazányi vice-dean of research lazanyi.kornelia@kgk.uni-obuda.hu Tel: +36-1 666 5207	kgk.uni-obuda.hu/en
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## B. Mobility numbers<sup>1</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies [number of students/ total number of months of the study periods *]	Student Mobility for Trainee ships *
CZ ZLIN01	HU BUDAPES16	041	Business and management	1, 2	1x4 months	--
HU BUDAPES16	CZ ZLIN01	041	Business and management	1, 2	1x4 months	--

[\*Optional: subject area code & name and study cycle are optional.]

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 *
CZ ZLIN01	HU BUDAPES16	041	Business and management	2x5 days	1x5 days

<sup>1</sup> 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>)

HU BUDAPES16	CZ ZLIN01	041	Business and management	2x5 days	1x5 days
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### 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:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>2</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ ZLIN01	041	Czech	English	B1 English	B2 English
HU BUDAPES16	041	Hungarian	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

**CZ ZLIN01:** Student Application Form and Learning Agreement + copy of student ID, Transcript of Records, CV. Facilities for disabilities upon former individual agreement.

#### HU BUDAPES16:

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](mailto:incoming@uni-obuda.hu)

Application process: <http://erasmus.uni-obuda.hu/en>

For MSc and PhD students we can provide only a few classes in English and project or thesis work.

Applicants from outside the EU have to take care of sufficient health insurance.

Applicants with a non-EU- citizenship have always to apply for a Schengen student's visa for Hungary before departure.

### E. Calendar

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

<sup>2</sup> 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>

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
<b>CZ ZLIN01</b>	June 1st	November 1st
<b>HU BUDAPES16</b>	15 <sup>th</sup> May	20 <sup>th</sup> November

\*

2. The receiving institution will send its decision within 4 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 4 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

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. 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

#### **CZ ZLIN01:** Grading system at **Tomas Bata University in Zlin:**

The grading scale is from A – F (FX). Courses are evaluated with ECTS. Website: <http://www.utb.cz/i-want-to-study/ects-credit-allocation-based-on-the-student-workload>.

#### **HU BUDAPES16:**

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

Description of the Hungarian grading system: in Hungary the best mark is 5.

Hungarian Grade		English equivalent	Definition	ECTS Classification
5	Jeles	Excellent	Outstanding performance with only minor errors	A
4	Jó	Good	Generally sound work with a number of notable errors	C
3	Közepes	Satisfactory	Fair but with significant shortcomings	D
2	Elégséges	Sufficient	Performance meets the minimum criteria	E
1	Elégtelen	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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ ZLIN01	International Office Pavel Bycek Phone: +420 576 032 208 Email: <a href="mailto:bycek@rektorat.utb.cz">bycek@rektorat.utb.cz</a>	<a href="http://www.utb.cz/international/exchange-incoming-students">http://www.utb.cz/international/exchange-incoming-students</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665051	For Visa: <a href="http://konzuliszolgalat.kormany.hu/en">http://konzuliszolgalat.kormany.hu/en</a> For residence permit: <a href="http://www.bmbah.hu/jomla/index.php?lang=en">http://www.bmbah.hu/jomla/index.php?lang=en</a>

### **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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
CZ ZLIN01	International Office Pavel Bycek Phone: +420 576 032 208 Email: <a href="mailto:bycek@rektorat.utb.cz">bycek@rektorat.utb.cz</a>	<a href="http://www.utb.cz/international/exchange-incoming-students">http://www.utb.cz/international/exchange-incoming-students</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665051	<a href="http://www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_form.pdf">http://www.oep.hu/data/cms1004771/Health Care Services Available During Temporary Stay in Hungary form.pdf</a>


### **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 ZLIN01	International Office Pavel Bycek Phone: +420 576 032 208 Email: <a href="mailto:bycek@rektorat.utb.cz">bycek@rektorat.utb.cz</a>	<a href="http://www.utb.cz/international/accommodation">http://www.utb.cz/international/accommodation</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665051	<a href="http://erasmus.uni-obuda.hu/en/accommodation">http://erasmus.uni-obuda.hu/en/accommodation</a>

### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature and stamp <sup>3</sup>
CZ ZLIN01	Mgr. Pavel Krutil Vice-Rector for International Relations	11/4/2016	

Institution [Erasmus code]	Name, function	Date	Signature and stamp
HU BUDAPES16	Mrs. Kornélia Lazányi vice-dean of research	12.../07/2016	

<sup>3</sup> Scanned signatures are accepted