



# Erasmus+ Programme

## Key Action 1

### – Mobility for learners and staff –

### Higher Education Student and Staff Mobility

## Inter-institutional agreement 2018-2021<sup>1</sup> 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 <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
HOCHSCHULE HANNOVER - UNIVERSITY OF APPLIED SCIENCES AND ARTS  Involved Faculties from HSH:  1. Faculty I – Electrical Engineering and Information Technology  2. Faculty II – Department Mechanical Engineering	D HANNOVE05	<b>Institutional Coordinator:</b> <b>Patricia Schmelzeisen</b> Hochschule Hannover Bismarckstraße 2, G- 30173 Hannover, +49 511 9296 3792 <a href="mailto:hsh-outgoing@hs-hannover.de">hsh-outgoing@hs-hannover.de</a> or <a href="mailto:patricia.schmelzeisen@hs-hannover.de">patricia.schmelzeisen@hs-hannover.de</a>  <b>Academic contact:</b> <b>Faculty I – Electrical Engineering and Information Technology:</b> <b>Prof. Dr.-Ing. Dieter Stolle</b> International Coordinator +49 511-9296-1205 <a href="mailto:dieter.stolle@hs-hannover.de">dieter.stolle@hs-hannover.de</a> <b>Faculty II – Department Mechanical Engineering:</b>	<a href="http://www.hs-hannover.de/international">http://www.hs-hannover.de/international</a>

<sup>1</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		<p><b>Prof. Dr.-Ing. Anne Nadolny</b> International Coordinator +49 511 9296 1658 <a href="mailto:anne.nadolny@hs-hannover.de">anne.nadolny@hs-hannover.de</a></p> <p><b>Prof. Dr.-Ing. Wilfried Stiller</b> <a href="mailto:wilfried.stiller@hs-hannover.de">wilfried.stiller@hs-hannover.de</a></p> <p><b>Viola Hauschild</b> <b>International Faculty Office</b> for Faculty I and Faculty II +49 511 9296 1642 <a href="mailto:viola.hauschild@hs-hannover.de">viola.hauschild@hs-hannover.de</a></p>	
<p>Obudai Egyetem - <b>Obuda University</b></p> <p>Bécsi str. 96/b Budapest, H-1034 Hungary</p> <p>Involved Faculties:</p> <ol style="list-style-type: none"> <li>1. <b>Kandó Kálmán</b> Faculty of Electrical Engineering</li> <li>2. <b>Sándor Rejtő</b> Faculty of Light Industry and Environmental Protection Engineering</li> <li>3. <b>Donát Bánki</b> Faculty of Mechanical and Safety Engineering</li> </ol>	HU BUDAPES16	<p><b>Institutional coordinator :</b> <b>Ms. Ildikó Marosi, PhD,</b> Deputy Director for International Affairs Mobility Department <a href="mailto:marosi.ildiko@kgk.uni-obuda.hu">marosi.ildiko@kgk.uni-obuda.hu</a> phone: +36 1 666 5743</p> <p><b>Academic contact:</b> Kandó Kálaman, Faculty of Electrical Engineering <b>Ms. Dóra Maros, PhD</b> Erasmus+ coordinator <a href="mailto:maros.dora@kvk.uni-obuda.hu">maros.dora@kvk.uni-obuda.hu</a> +36 1 666-5126</p> <p>Sándor Rejtő Faculty of Light Industry and Environmental Engineering <b>Mr. Tibor Virágh</b> Erasmus coordinator for Institute of Environmental Engineering <a href="mailto:viragh.tibor@rkk.uni-obuda.hu">viragh.tibor@rkk.uni-obuda.hu</a> +36-1 666-5937</p> <p>Donát Bánki Faculty of Mechanical and Safety Engineering Mrs. Dr. Ágota Drégelyi-Kiss, PhD, Vice Dean for Research and Erasmus+ coordinator <a href="mailto:Dregelyi.agota@bgk.uni-obuda.hu">Dregelyi.agota@bgk.uni-obuda.hu</a> +36 1 666 5430</p>	<a href="http://erasmus.uni-obuda.hu/en/">http://erasmus.uni-obuda.hu/en/</a>

## B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 [total number of months of the study periods]	Student Mobility for Traineeships *
HU BUDAPES16	D HANNOVE05	0713	Electrical Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students	-
		0712	Environmental Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students	
		0719	Mechanical or Mechatronics Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	3 students	
D HANNOVE05	HU BUDAPES16	0713	Electrical Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students	-
		0712	Process,- Energy- and Environmental Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	2 students	
		0719	Mechanical and Industrial Mechanical Engineering	1 <sup>st</sup> , 2 <sup>nd</sup>	3 students	

\* 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 <i>[total number of days of teaching periods]</i>	Staff Mobility for Training *
HU BUDAPES16	D HANNOVE05	0713 0712 0719		15 days (3 persons x 5 days)	
			Administrative		15 days (3 persons x 5 days)
D HANNOVE05	HU BUDAPES16	0713 0712 0719		15 days (3 persons x 5 days)	
			Administrative		15 days (3 persons 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:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>3</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
D HANNOVE05		German	English	B2	B2
HU BUDAPES16		Hungarian	English	B2	B2

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

<sup>3</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>

## D. Additional requirements

**HU BUDAPES16:** In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Mobility Department in case of staff mobilities: STA, STT: [mobility@uni-obuda.hu](mailto:mobility@uni-obuda.hu); in case of student mobilities: [incoming@uni-obuda.hu](mailto:incoming@uni-obuda.hu)

## E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
D HANNOVE05	1 <sup>st</sup> May	15 <sup>th</sup> October
HU BUDAPES16	Nomination: 1 <sup>st</sup> May Application: 15 <sup>th</sup> May	Nomination: 5 <sup>th</sup> November Application: 20 <sup>th</sup> November

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

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.
4. Termination of the agreement

In the event of unilateral termination, 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. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

### HU BUDAPES16

1. Link to the application forms: <http://erasmus.uni-obuda.hu/en/forms>
2. All documents must be sent by e-mail ([incoming@uni-obuda.hu](mailto:incoming@uni-obuda.hu)). No hard copies are needed.
3. Óbuda University sends by mail notification on admission automatically within 5 weeks. Óbuda University sends Acceptance Letters, Registration Form, Info sheet to all accepted students.
4. The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished.

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## F. Information

### 1. Grading systems of the institutions

D HANNOVE05: <http://www.hs-hannover.de/?id=20358>  
HU BUDAPES16: <http://erasmus.uni-obuda.hu/en/grading-system>

#### HU BUDAPES16

Description of the Hungarian 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
D HANNOVE05	<a href="mailto:international@hs-hannover.de">international@hs-hannover.de</a> Tel: +49 511 9296 2156	<a href="http://www.hs-hannover.de/international">http://www.hs-hannover.de/international</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 666 5552	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:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
D HANNOVE05	<a href="mailto:international@hs-hannover.de">international@hs-hannover.de</a> Tel: +49 511 9296 2156	<a href="http://www.hs-hannover.de/international">http://www.hs-hannover.de/international</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 666 5552	<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>


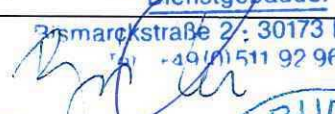
#### 4. Housing

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
D HANNOVE05	<a href="mailto:housing@hs-hannover.de">housing@hs-hannover.de</a> Tel: +49 511 9296 2156	<a href="http://www.hs-hannover.de/international">http://www.hs-hannover.de/international</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665552	<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 <sup>4</sup> and stamp
D HANNOVE05	Patricia Schmelzeisen, ERASMUS Institutional Coordinator	14.03.2018	 <b>Hochschule Hannover</b> International Office Postfach 92 02 51 30441 Hannover Dienstgebäude:
HU BUDAPES16	Prof. Dr. Mihály Réger Rector	12.03.2018	 Rismarcstraße 2/; 30173 Hannover Tel: +49 (0) 511 92 96-0



<sup>4</sup> Scanned signatures are accepted