



Erasmus+ Programme

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

Inter-institutional agreement 2016/2017 -2020/2021 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	Erasmus code	Contact details (email, phone)
Middle East Technical University (METU) Orta Dogu Teknik Universitesi (ODTU) <u>Correspondence Address</u> International Cooperations Office, Main Library, Solmaz Izdemir Hall, 06800 Ankara, Turkey <u>Website</u> www.metu.edu.tr	TR ANKARA04	Institutional Coordinator Assist. Prof. Dr. Hale Isik Guler, Assistant to the President, Tel. +90 312 210 4114, Fax. +90 312 210 7948, hisik@metu.edu.tr
		International Cooperations Office ico@metu.edu.tr Main Library, Solmaz Izdemir Hall, Universiteler Mah. Dumlupinar Blv. No.1, 06800 Ankara. Tel. +90 312 210 2298. Fax. +90 312 210 7176
		Departmental Coordinator(s) Assoc. Prof. Dr. Murat Manguoğlu, Department of Computer Engineering, Tel. +90 312 210 5551, manguoglu@ceng.metu.edu.tr
Óbuda University (OU) John von Neumann Faculty of Informatics 96/b, Bécsi str. H-1034 Budapest Hungary Website: http://nik.uni-obuda.hu/en	HU BUDAPES16	Institutional Coordinator Ms. Ildikó Marosi, PhD., associate professor Tel.: +36-1-666-5050 marosi.ildiko@kgk.uni-obuda.hu
		International Office incoming@uni-obuda.hu outgoing@uni-obuda.hu 17, Tavaszmező str., H-1084 Budapest, Hungary Tel.: +36-1-666-5050
		Academic Coordinator(s) Mr. Miklós Kozlovsky, PhD., associate professor Tel.: kozlovsky.miklos@kvk.uni-obuda.hu

B. Mobility numbers per academic year

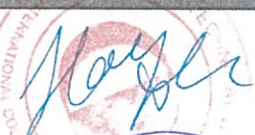


The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

STAFF MOBILITY

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 per staff]
TR ANKARA04	HU BUDAPES16	061/071	ICTS	1 lecturer x 5 days
HU BUDAPES16	TR ANKARA04	061/071	ICTS	1 lecturer x 5 days

Further requirements and information for each institution are provided in Annex 1 and Annex 2 to this agreement. These annexes are integral part of this agreement and the agreement cannot be considered valid without the submission of both annexes.

C. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
TR ANKARA04	Assist. Prof. Dr. Hale Isik Guler, Institutional Coordinator	27.12.2016	
HU BUDAPES16	Prof. Dr. András Molnár dean of the John von Neumann Faculty of Informatics at Óbuda University		



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– Mobility for learners and staff –
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Annex-1 to Inter-institutional Agreement

Fact Sheet

ÓBUDA UNIVERSITY

A. Information about higher education institutions

Name of the institution	Óbuda University (OU) John von Neumann Faculty of Informatics
Address	1034 Budapest, Bécsi way 96/b. Hungary
Erasmus code	HU BUDAPES16
Institution website	uni-obuda.hu/en
Academic programs/departments	http://nik.uni-obuda.hu/en/neumann-faculty
Online course catalogue	http://nik.uni-obuda.hu/en/education

B. 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:

<i>Optional: Subject area</i>	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching and training
061/071	English	-	B2	B2

C. Additional requirements

Information for incoming exchange students

- 1 Exchange students will meet the admission requirements of the host university in terms of prerequisites for courses and language proficiency.
- 2 The host university will provide Orientation Days for incoming students.
- 3 Exchange students are entitled to the same rights and privileges as students normally enrolled at the host university, except for the right for graduation.
- 4 The host university will comply with all relevant health and safety regulations of the host country for incoming exchange students.

E. Calendar

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

Deadline	Autumn term*	Spring term*
Nomination	1 st May	5 th November
Application	15 th May	20 th November

For the students who need a visa, the deadlines are 2 weeks earlier than the dates above.

Link to the application forms: <http://erasmus.uni-obuda.hu/en/forms>

All documents must be sent by e-mail (incoming@uni-obuda.hu). No hard copies are needed.

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.

The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished.

F. Information

F.1. Grading systems of the institutions

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

F.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:

Contact details (email, phone)	Website for information
incoming@uni-obuda.hu +36-1 6665051	For Visa: http://konzulizsolgalat.kormany.hu/en For residence permit: http://www.bmbah.hu/jomla/index.php?lang=en

F.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:

Contact details (email, phone)	Website for information
incoming@uni-obuda.hu +36-1 6665051	http://www.oep.hu/data/cms1004771/Health Care Services Available During Temporary Stay in Hungary form.pdf

F.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:

Contact details (email, phone)	Website for information
incoming@uni-obuda.hu +36-1 6665051	http://erasmus.uni-obuda.hu/en/accommodation