



# Erasmus+ Programme

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

### Inter-institutional<sup>1</sup> agreement 2016/2017-2020/2021<sup>2</sup> between programme countries

#### [Minimum requirements]<sup>3</sup>

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>4</sup> (email, phone)	Website (eg. of the course catalogue)
Obuda University Keleti Faculty of Business and Management (17 Tavaszmező st, 1084 Budapest, Hungary)	HU BUDAPES16	<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. 1084 Budapest <b>Academic contact:</b> Mrs. Kornélia Lazányi vice-dean of research <a href="mailto:lazanyi.kornelia@kgk.uni-obuda.hu">lazanyi.kornelia@kgk.uni-obuda.hu</a> Tel: +36-1 666 5207	<a href="http://www.erasmus.uni-obuda.hu">www.erasmus.uni-obuda.hu</a>  kgk.uni-obuda.hu/en
Žilinská univerzita v Žiline (In English: University of Zilina) Faculty of Operation and Economics of Transport and Communications	SK ZILINA01	Erasmus Institutional Coordinator: Assoc. Prof. Jozef Ristvej, PhD., Vice-rector T.: + 421-41-513 5130-3 E-mail: <a href="mailto:jozef.ristvej@uniza.sk">jozef.ristvej@uniza.sk</a>  Erasmus faculty coordinator: Assoc. prof. Ing. Martin BUGAJ, PhD. Vice-dean Univerzitná 1, 010 26 Žilina, SLOVAKIA Phone: +421 (41) 513 3463, <a href="mailto:martin.bugaj@fpedas.uniza.sk">martin.bugaj@fpedas.uniza.sk</a>	<a href="http://www.uniza.sk">www.uniza.sk</a>  <a href="http://www.fpedas.uniza.sk">www.fpedas.uniza.sk</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

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

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

## B. Mobility numbers<sup>5</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  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
HU BUDAPES16	SK ZILINA01	0410	Business and Administration	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (10 months)	-
SK ZILINA01	HU BUDAPES16	0410	Business and Administration	1 <sup>st</sup> , 2 <sup>nd</sup>	2 (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 *
HU BUDAPES16	SK ZILINA01	0410	Business and Administration	2 (10 days )	2 (10 days)
SK ZILINA01	HU BUDAPES16	0410	Business and Administration	2 (10 days)	2 (10 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:

<sup>5</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>)



Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>6</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HU BUDAPES16	SK ZILINA01	English	Hungarian	B2 English	B2 English
SK ZILINA01	HU BUDAPES16	English	Slovak	B1/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

##### 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:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
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
SK ZILINA01	15 June	30 November

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

2. The receiving institution will send its decision within 8 weeks, provided the documents are complete.

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]

<sup>6</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>

#### 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.

"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

HU BUDAPEST16: <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, B
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

### **University of Žilina:**

ECTS grade Mark	Grade and its Description In English/Slovak	Range (extent) of knowledge (%)	Numeric value
A	Excellent / Výborne (excellent results)	93 – 100	1
B	Very good / Veľmi dobre (results above average)	85 – 92	1,5
C	Good / Dobre (results on average)	77 – 84	2
D	Satisfactory / Uspokojivo (acceptable result)	69 – 76	2,5
E	Sufficient / Dostatočne (results fulfilling the minimum requirements)	61 – 68	3
FX	Insufficient / Nedostatočne (failed – further work required)	less than 61	4



## 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
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>
SK ZILINA01	Erasmus contact person: Mrs Lenka Kuzmova, International and PR Office, T.: +421 41 5135133 <a href="mailto:lenka.kuzmova@uniza.sk">lenka.kuzmova@uniza.sk</a>  Faculty contact person for student, teaching a staff mobility: Ing. Vladimír Šalaga, PhD. Erasmus Administrator <a href="mailto:vladimir.salaga@fpedas.uniza.sk">vladimir.salaga@fpedas.uniza.sk</a>	<a href="http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf">http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf</a>  <a href="http://www.studyin.sk">www.studyin.sk</a>  <a href="http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf">http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf</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
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>
SK ZILINA01	Faculty contact person for student, teaching a staff mobility: Ing. Vladimír Šalaga, PhD. Erasmus Administrator E-mail: <a href="mailto:vladimir.salaga@fpedas.uniza.sk">vladimir.salaga@fpedas.uniza.sk</a>	<a href="http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf">http://www.euraxess.sk/user/documents/Euraxess/entry-stay-slovakia-guide-final-2012-12-web.pdf</a>  <a href="http://www.studyin.sk">www.studyin.sk</a>  <a href="http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf">http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf</a>


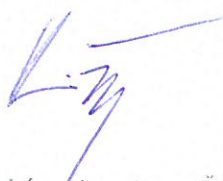
#### 4. Housing

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
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>
SK ZILINA01	Faculty contact person for student, teaching a staff mobility: Ing. Vladimír Šalaga, PhD. Erasmus Administrator E-mail: <a href="mailto:vladimir.salaga@fpedas.uniza.sk">vladimir.salaga@fpedas.uniza.sk</a>	<a href="http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf">http://www.uniza.sk/document/InfoErasmusUniZA13_14.pdf</a>  <a href="http://www.fpedas.uniza.sk/sk/zahranicne-aktivity/lp-erasmus/informacie-pre-zahranicnych-studentov">http://www.fpedas.uniza.sk/sk/zahranicne-aktivity/lp-erasmus/informacie-pre-zahranicnych-studentov</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>7</sup>
HU BUDAPES16	Mrs. Kornélia Lazányi vice-dean of research Keleti Faculty of Business and Management		
SK ZILINA01	Prof. Ing. Anna Križanová, PhD.  Dean of the Faculty of Operation and Economics of Transport and Communications	20.4.2017	  Žilinská univerzita v Žiline Fakulta prevádzky a ekonomiky dopravy a spojov Dekanát Univerzitná 8215/1 010 26 ŽILINA

<sup>7</sup> Scanned signatures are accepted