



Erasmus+ Programme

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

Inter-institutional¹ agreement 2018-2021² 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)
University of Lorraine - UFR Mathematics, IT and Mechanics	F NANCY43	Director Nidhal Rezg nidhal.rezg@univ-lorraine.fr +33 (0)3 72 74 80 12 Director Dominique Sauter dominique.sauter@univ-lorraine.fr +33 (0)3 72 74 53 35 Ile du Saulcy, 57012 Metz, France Academic contact Prof. A. Rusinek Alexis.rusinek@univ-lorraine.fr	www.mim.univ-lorraine.fr
Óbuda University	HU BUDAPES16	Institutional	http://erasmus.uni-

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.

<p>Bánki Bonát Faculty of Mechanical and Safety Engineering</p> <p>Népszínház u. 8, 1081 Budapest, Hungary</p>		<p>coordinator : Mrs. Ildiko Marosi, PhD. Deputy Director of International Affairs E-mail: marosi.ildiko@kgk.uni-obuda.hu Obuda University, Mobility Department Bécsi út 96/b, 1034 Budapest, Hungary</p> <p>Academic contact: Dr. Tünde Kovács kovacs.tunde@bgk.uni-obuda.hu Tel: +36 1 666 5327 Népszínház u. 8, 1081 Budapest, Hungary</p>	<p>obuda.hu/en/</p> <p>http://www.bgk.uni-obuda.hu/en</p>
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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 [ISC ED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Total Numbers of students/ Total number of Months	
					Student Mobility for Studies	Student Mobility for Traineeships
F NANCY43	HU BUDAPES16	07	Engineering, Manufacturing and Construction	1st, 2nd, 3rd	2 x 5 months	2 x 5 months
HU BUDAPES16	F NANCY43	07	Engineering, Manufacturing and Construction	1st, 2nd, 3rd	2 x 5 months	2 x 5 months

F NANCY43 - HU BUDAPES16

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
F NANCY43	HU BUDAPES16	07	Engineering, Manufacturing and Construction	2 x 5 days	2 x 5 days
HU BUDAPES16	F NANCY43	07	Engineering, Manufacturing and Construction	2 x 5 days	2 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
F NANCY43		French	English	B2 English	B2 English
HU BUDAPES16	ANY	Hungarian	English	B1 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

Please fill in

Óbuda University: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Mobility

F NANCY43 - HU BUDAPES16

Department: 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]
F NANCY43	Beginning of July	End of December
HU BUDAPES16	Nomination deadline: 1 st May Application deadline: May 15 th	Nomination deadline: November 5 th Application deadline: November 20 th

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

When **HU BUDAPEST16** is the receiving institution:

After submitting the application form

(<http://erasmus.uni-obuda.hu/en/application-procedure-for-incomings-obuda-university>)

students get it in pdf form in e-mail. Please print and sign it.

1) The signed form should be sent by e-mail together with the compulsory attachment:

- a) Learning Agreement
- b) Transcript of records of the home university (in English)
- c) Motivation letter (only in case of project or diploma work)
- d) Health insurance (latest upon the arrival)
- e) Obligatory confirmation of the home institution
- f) Certificate of language exam
- g) A copy of identity card or international passport
- h) CV with passport-sized photo

2) Please scan all documents mentioned above and send by email to the following address: **incoming@uni-obuda.hu**

2. Please fill in will send its decision within 4 weeks.

Óbuda University will send its decision within 4 weeks.

3. A Transcript of Records will be issued by Please fill in no later than 2 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]*

Óbuda University: 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

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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

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disclaimer: "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

Please fill in

OBUDA UNIVERSITY, HUNGARY

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

Hungarian Grade	French Grades	Definition	ECTS Classification
5	20	Excellent – outstanding performance with only minor errors	A
4,5	18	Very good – above the average standard but with some errors	B
4	16	Good – generally sound work with a number of notable errors	C
3	12	Satisfactory – fair but with significant shortcomings	D
2	10	Sufficient – performance meets the minimum criteria	E
1	9	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
F NANCY43	Academic contact Faculty MIM, Lorraine University Prof. dr. hab. Alexis Rusinek Alexis.rusinek@univ-	www.mim.univ-lorraine.fr

F NANCY43 - HU BUDAPES16

	lorraine.fr	
HU BUDAPES16	incoming@uni-obuda.hu , +36-1 666 5552	For Visa: http://konzulizsolgalat.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
F NANCY43	Academic contact Faculty MIM, Lorraine University Prof. Alexis Rusinek Alexis.rusinek@univ-lorraine.fr	www.mim.univ-lorraine.fr
HU BUDAPES16	incoming@uni-obuda.hu , +36-1 666 5552	http://www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_for_m.pdf




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
F NANCY43	Academic contact Faculty MIM, Lorraine University Prof. Alexis Rusinek Alexis.rusinek@univ-lorraine.fr	www.mim.univ-lorraine.fr
HU BUDAPES16	incoming@uni-obuda.hu +36-1 6665552	http://erasmus.uni-obuda.hu/en/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵ and stamp
F NANCY43	The President of Lorraine University Prof. Pierre Mutzenhardt	28 JUIN 2018	Pour le Président et par délégation le Directeur Général des Services 
HU BUDAPES16	Prof. Dr. Rajnai Zoltán Dean of the Bánki Faculty	30.05.2018.	Jean-François MOLTER  

⁵ Scanned signatures are accepted