



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) |
|---|---------------------|--|---|
| West Pomeranian University of Technology, Szczecin Faculty of Economics | PL SZCZECI02 | Joanna Hernik PhD - Faculty coordinator joanna.hernik@zut.edu.pl Institutional Erasmus Coordinator: Agata Bruska Department of Educational Matters al. Piastów 17, 70-310 Szczecin T: +48 91 449 4780 international@zut.edu.pl | www.erasmus.zut.edu.pl/en http://www.ekonomia.zut.edu.pl/incoming-students.html |
| Óbuda University Budapest Keleti Faculty of Business and Management 17, Tavaszmező 1084 Budapest Hungary | HU BUDAPES16 | Institutional coordinator : Mrs. Ildikó Marosi PhD Office of International Education marosi.ildiko@kgk.uni-obuda.hu Tel: +36-1 666 5050 Academic contact: Prof. Dr. Takács-György Katalin takacsnegyorgy.katalin@kgk.uni-obuda.hu Tel: +36-1 666 5360 | www.erasmus.uni-obuda.hu |

B. Mobility numbers¹ 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 st , 2 nd or 3 rd] * | Number of student mobility periods | |
|---|---|-----------------------------------|-------------------------|--|---|--|
| | | | | | Student Mobility for Studies [number of students/ total number of months of the study periods *] | Student Mobility for Traineeships * |
| PL SZCZECI02 | HU BUDAPES16 | 041 | Business and management | 1, 2 | 1x 4months | -- |
| HU BUDAPES16 | PL SZCZECI02 | 041 | Business and management | 1, 2 | 1x 4months | -- |

[*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 * |
| PL SZCZECI02 | HU BUDAPES16 | 041 | Business and management | 1x5 days | 1x5 days |
| HU BUDAPES16 | PL SZCZECI02 | 041 | Business and management | 1x5 days | 1x5 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:

¹ 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 ² | |
|---|-----------------------------|---------------------------|---------------------------|---|--|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| PL SZCZECI02 | <i>Economics Management</i> | English | Polish | B1 English | B2 English |
| HU BUDAPES16 | <i>Economics Management</i> | 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

ZUT Szczecin: Students with disabilities can be accepted after the consultation with the Faculty Coordinator and International Office (educational matters). Some rooms accessible to wheelchairs are available in one of the student houses.

In case of insufficient knowledge of English / German / or another language of lectures, of which a student has been informed, that will not allow to realize a teaching process, a receiving institution has the right to send back the student to his/her home institution.

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

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] |
|--|------------------------|---------------------------|
| PL SZCZECI02 <i>Academic year starts on 1st October</i> | 31 st May | 30 th November |
| HU BUDAPES16 | 15 th May | 20 th November |

*

2. The receiving institution will send its decision within 4 weeks.

² 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>

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

PL SZCZECI02

Grading Scale at the West Pomeranian University of Technology, Szczecin. The following scale is used for all types of evaluations/examinations:

| Former ECTS grade | Description | Mark | Polish | English equivalent |
|-------------------|--|------|------------------|-----------------------|
| A | an excellent performance | 5,0 | bardzo dobry | excellent |
| B | an above average performance (with some minor mistakes) | 4,5 | dobry plus | very good |
| C | an above average performance (generally sound work with some notable errors) | 4,0 | dobry | good |
| D | an average performance | 3,5 | dostateczny plus | fair |
| E | a performance meets the minimum criteria in spite of its shortcomings | 3,0 | dostateczny | satisfactory |
| F, FX | a performance does not meet the minimum criteria | 2,0 | niedostateczny | unsatisfactory / fail |

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 | 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 |
|--------------------------------------|---|--|
| PL SZCZECIO2 | Department of Educational Matters - International Cooperation international@zut.edu.pl T: +48 91 449 4780 | www.erasmus.zut.edu.pl/en |
| HU BUDAPES16 | incoming@uni-obuda.hu +36-1 6665051 | For Visa: http://konzulizsolgalat.kormany.hu/en For residence permit: http://www.bmbah.hu/jomla/index.php?!ang=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 |
|--------------------------------------|--|---|
| PL SZCZECIO2 | Department of Educational Matters - International Cooperation Ms Agata Bruska international@zut.edu.pl T: +48 91 449 4780 | www.erasmus.zut.edu.pl/en |
| HU BUDAPES16 | incoming@uni-obuda.hu +36-1 6665051 | http://www.oep.hu/data/cms1004771/Health Care Services Available During Temporary Stay in Hungary form.pdf |

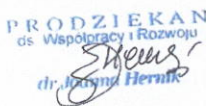
4. Housing



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 |
|-------------------------------|---|---|
| PL SZCZECI02 | Department of Educational Matters - International Cooperation Ms Agata Bruska international@zut.edu.pl T: +48 91 449 4780 | We offer accommodation at university dormitories, more info: www.erasmus.zut.edu.pl/en |
| HU BUDAPES16 | incoming@uni-obuda.hu +36-1 6665051 | http://erasmus.uni-obuda.hu/en/accommodation |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ³ |
|-------------------------------|---|------|---|
| PL SZCZECI02 | Dean/Vice-dean of the Faculty | |  <p>PROF. DR. JÓZSEF HERÉNYI de. Współpracy i Rozwoju</p> |
| | dr hab. inż. Witold Biedunkiewicz, prof. ZUT Vice-Rector for Educational Matters | | |

| Institution [Erasmus code] | Name, function | Date | Signature and stamp |
|-------------------------------|--|------|--|
| HU BUDAPES16 | Kornélia Lazányi dr. hab. vice-dean for research, professor Keleti Faculty of Business and Management | |   |

³ Scanned signatures are accepted