



Erasmus+ Programme

Key Action 1

- Mobility for learners and staff - Higher Education Student and Staff Mobility

Inter-institutional¹ agreement 2017-20[21]² 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 PIC code	Contact details (email, phone)	Website (eg. of the course catalogue)
Moravian University College Olomouc tř. Kosmonautů 1288/1 779 00 Olomouc, Czech Republic	CZ OLOMOUC03 PIC CODE 954521711	Head of the International Department Mgr. Jitka Lidaříková jitka.lidarikova@mvso.cz + 420 587 333 521 Erasmus coordinator Mgr. Radka Hoková radka.hokova@mvso.cz +420 587 332 373	http://mvso.cz/en/
Óbuda University Keleti Faculty of Business and Management Tavaszmező utca 17, H-1084 Budapest, Hungary	HU BUDAPES16 PIC CODE 986279123	<u>Institutional Coordinator:</u> Ildikó Marosi, PhD Phone: +36-1-666 5615 Email: marosi.ildiko@kgk.uni-obuda.hu <u>Coordinator, Incoming Students:</u> Phone: +36-1-666-5552 Email: incoming@uni-obuda.hu <u>Coordinator, Outgoing Students:</u>	https://www.uni-obuda.hu/en

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

		Phone: +36-1-666-5552 Email: outgoing@uni-obuda.hu Academic contact: Mrs. Regina Reicher, PhD Phone: +36-1-666-5260 Email: reicher.regina@kgk.uni-obuda.hu	
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B. Mobility numbers³ 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 st , 2 nd or 3 rd] *	Number of student mobility periods Student Mobility for Studies Student Mobility for Traineeships *	
CZ OLOMOUC03	HU BUDAPES16	0413	Management and Administration	1 st , 2 nd	1 st : 2studentsx10 months 2 nd : 1 studentx10 months	1 studentx3 months
HU BUDAPES16	CZ OLOMOUC03	0413	Management and Administration	1 st , 2 nd	1 st : 2 studentsX10 months 2 nd : 1 studentx10 months	1 studentx3 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.]*

³ 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>)

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 *
CZ OLOMOUC 03	HU BUDAPES16	0413	Management and Administration	2 x 5 days (8 teaching hours)	1x5 days
HU BUDAPES16	CZ OLOMOUC03	0413	Management and Administration	2 x 5 days (8 teaching hours)	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:

Receiving institution [Erasmus code]	Option al: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁴	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ OLOMOUC03		English	English	B1	B2
HU BUDAPES16		English	English	B1	B2

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

CZ OLOMOUC03

<http://mvso.cz/en/>

D. Additional requirements

⁴ 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>

HU BUDAPEST16:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Mobility Department: 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]
CZ OLOMOUC03	10 th June	10 th December
HU BUDAPEST16	Nomination: 1 st May Application: 15 th May	Nomination: 5 th November Application: 20 th November

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

2. The receiving institution will send its decision within 5 weeks.
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]*
4. Termination of the agreement

The agreement takes effect as from the beginning of the academic year following the signing of this bilateral agreement, and is valid for a period of 7 academic years. In the event of unilateral termination, a notice of at least one academic year should be given. In case of termination of present agreement both parties engage themselves to fully meet the commitments undertaken in this agreement, or will make the necessary arrangements with mutual consent.

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

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁵. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

CZ OLOMOUC03:

ECTS GRADING SYSTEM		
Local Grading System	ECTS	Points exam
1 - Excellent	A,B	100 – 91
2 - Very good	C,D	90 – 75
3 - Good	E	74 – 65
4 - Failed	FX,F	64 – 0
	Courses	80 – pass
		79 – 0 fail
		100 – 65 pass
		64 – 0 fail

HU BUDAPES16

<http://erasmus.uni-obuda.hu/en/grading-system>

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

⁵ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

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
CZ OLOMOUC03	Mgr. Radka Hoková radka.hokova@mvso.cz +420587332373	http://mvso.cz/en/
HU BUDAPES16	incoming@uni-obuda.hu +36-1-666 5552	For Visa: http://konzuliszolgalat.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
CZ OLOMOUC03	Mgr. Radka Hoková radka.hokova@mvso.cz +420587332373	http://mvso.cz/en/
HU BUDAPES16	incoming@uni-obuda.hu +36-1 6665552	http://www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_form.pdf

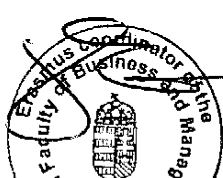
4. Housing

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
CZ OLOMOUC03	Mgr. Radka Hoková radka.hokova@mvso.cz +420587332373	http://mvso.cz/en/
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 and Stamp ⁶
CZ OLOMOUC03	Mgr. Jitka Lidaříková jitka.lidarikova@mvso.cz Head of the International Department		
HU BUDAPES16	Dr. habil Kornélia Lazányi Vice-dean of research at Keleti Faculty of Business and Management	05/11/ 2017	

⁶ Scanned signatures are accepted