



Erasmus+ Programme

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

Inter-institutional agreement 2018-2021 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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
P BRAGA01 – UNIVERSIDADE DO MINHO (UMinho)		http://www.uminho.pt	
Head of International Office: Beatriz Araújo International Relations Office Campus of Gualtar P - 4710-057 Braga Tel: +351-253604505; Fax: +351-253604509; E-mail: sri@sri.uminho.pt		Academic Contact: Prof. Senhorinha Teixeira Department of Production and Systems Campus of Azurém P – 4800-058 Guimarães Tel: +351-253-510362; E-mail: st@dps.uminho.pt	
HU BUDAPEST16 - Óbuda University, Bánki Donát Faculty of Mechanical and Safety Engineering http://erasmus.uni-obuda.hu/en/			
Institutional coordinator : Mrs. Ildiko Marosi, PhD. Deputy Director of International Affairs E-mail: marosi.ildiko@kgk.uni-obuda.hu Obuda University, Mobility Department 96/b Bécsi str, H-1034 Budapest, Hungary		Academic contact: Agota Dregelyi-Kiss dregelyi.agota@bgk.uni-obuda.hu Tel: +36 1 666 5430 Népszínház st. 8. H-1081 Budapest, Hungary	

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.

FROM	TO	Subject area code [ISCED]	Subject area name	1st, 2nd or 3rd	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration]	Student Mobility for Traineeships *
P BRAGA01	HU BUDAPES16	071	Engineering and engineering trades	1 st , 2 nd and 3 rd	2 x 5 (each)	-
HU BUDAPES16	P BRAGA01	071	Engineering and engineering trades	1 st , 2 nd and 3 rd	2 x 5 (each)	-

* To be agreed on an individual basis

FROM	TO	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 *
P BRAGA01	HU BUDAPES16	071	Engineering and engineering trades	1 x 5	-
HU BUDAPES16	P BRAGA01	071	Engineering and engineering trades	1 x 5	-

* To be agreed on an individual basis

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	Optional : Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
P BRAGA01*		Portuguese	English	Portuguese – B1 English – B2	Portuguese – B2 English – B2
HU BUDAPES16	ANY	Hungarian	English	B2 English	B2 English

* For more details on the language of instruction recommendations, see our [Course Catalogue](#) or our [Language Requirements](#) information.

D. Additional requirements

P BRAGA01

Compulsory Orientation Programme: Information available at <https://alunos.uminho.pt/EN/incomingstudents/Pages/ProgramaORI.aspx>

Portuguese Language Course: Information available at <https://alunos.uminho.pt/EN/incomingstudents/Pages/CursoLP.aspx>

Support for Students with Disabilities: Information available at <https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx>

HU BUDAPEST16

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 Department: incoming@uni-obuda.hu

E. Calendar

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

Receiving institution	Autumn term	Spring term
P BRAGA01	15 th May	15 th October
HU BUDAPEST16	Nomination deadline: 1 st May Application deadline: May 15 th	Nomination deadline: November 5 th Application deadline: November 20 th

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

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.
4. Termination of the agreement

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. 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

P BRAGA01

Information available at

<https://alunos.uminho.pt/EN/students/mobilityprograms/Pages/Creditos%20ECTS%20na%20UMinho.aspx>

HU BUDAPEST16

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,B
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	Contact details (email, phone)	Website for information
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx
HU BUDAPE16	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	Contact details (email, phone)	Website for information
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://www.uminho.pt/EN/education/ects-information/Pages/practice.aspx
HU BUDAPE16	incoming@uni-obuda.hu , +36-1 666 5552	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	Contact details (email, phone)	Website for information
P BRAGA01	E-mail: sri@sri.uminho.pt Tel: +351-253-510169	https://alunos.uminho.pt/EN/incomingstudents/Pages/Alojamento.aspx
HU BUDAPE16	incoming@uni-obuda.hu , +36-1 666 5552	http://erasmus.uni-obuda.hu/en/accommodation

5. Academic Calendar

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Information available at

<https://alunos.uminho.pt/EN/incomingstudents/Pages/CalendarioAcademico.aspx>




6. Application Procedures

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Information available at

<https://alunos.uminho.pt/EN/incomingstudents/Pages/ProcedimentosCandidaturas.aspx>

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ¹
P BRAGA01	Prof ^a Carla Martins Pro-Rector	16/01/2019	  Universidade do Minho
HU BUDAPEST16	Prof. Dr. Zoltán Rajnai dean of Bánki Faculty	27.11.2018	



¹ Scanned signatures are accepted