



# Erasmus+ Programme

## Key Action 1

### – Mobility for learners and staff –

### Higher Education Student and Staff Mobility

## Inter-institutional<sup>1</sup> agreement 2017/18-2020/21

### 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 <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
UNIwersytet Rzeszowski  (Rejtana 16C, 35-959 Rzeszow, Poland)	PL RZESZOW02	<b>Institutional Coordinator:</b> Ms Lucyna Kustra Head of International Relations Office Tel.: +48 17872 1071 Email: <a href="mailto:lkustra@ur.edu.pl">lkustra@ur.edu.pl</a> <b>Departmental Coordinator:</b> Dr Bogdan Wierzbiński <a href="mailto:bowie@ur.edu.pl">bowie@ur.edu.pl</a>	<a href="http://www.ur.edu.pl/en/university/erasmus">http://www.ur.edu.pl/en/university/erasmus</a>
<b>Óbuda University</b> <b>Keleti Faculty of Business and Management</b>  96/b Bécsi str., H-1034 Budapest, Hungary	HU BUDAPES 16	<b>Institutional coordinator :</b> Ms. Ildikó Marosi PhD Deputy Director for International Affairs <a href="mailto:marosi.ildiko@kgk.uni-obuda.hu">marosi.ildiko@kgk.uni-obuda.hu</a> Tel: +36-1 666 5615 96/b Bécsi Str., Budapest, H-1034 Hungary  <b>Academic contacts:</b> Mr Tibor J. Karlovitz, PhD 8 Népszínház str., Budapest, H-1081, Hungary <a href="mailto:karlovitz.jt@kgk.uni-obuda.hu">karlovitz.jt@kgk.uni-obuda.hu</a> +3616665403	erasmus.uni-obuda.hu/en

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

<sup>2</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

			kgk.uni-obuda.hu/en
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## B. Mobility numbers<sup>3</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 *
PL RZESZOW02	HU BUDAPES 16	0410	Business Studies	1, 2	2*9 MONTHS	0
HU BUDAPES 16	PL RZESZOW02	0410	Business Studies	1, 2	2*9 MONTHS	0

[\*Optional: Though subject area code & name and study cycle are optional, **the specification of the number of students/staff is requested.** Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training.

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 RZESZOW02	HU BUDAPES 16	0410	Business Studies	2*5 DAYS	1*5 DAYS
HU BUDAPES 16	PL RZESZOW02	0410	Business Studies	2*5 DAYS	1*5 DAYS

<sup>3</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>)

### 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 <sup>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
PL RZESZOW02	all subject areas	Polish	English	EN: B1	EN: B2
HU BUDAPES16	all subject areas	Hungarian	English	EN B2	EN B2

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

**PL RZESZOW02:** In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Relations Office: [dzwz@ur.edu.pl](mailto:dzwz@ur.edu.pl)

### HU BUDAPES16

1. Link to the application forms: <http://erasmus.uni-obuda.hu/en/forms>
2. All documents must be sent by e-mail ([incoming@uni-obuda.hu](mailto:incoming@uni-obuda.hu)). No hard copies are needed.
3. Óbuda University sends by mail notification on admission automatically within 5 weeks. Óbuda University sends Acceptance Letters, Registration Form, Info sheet to all accepted students.

The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished.

### 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 RZESZOW02	May 31st	October 31st
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

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

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

<sup>4</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>

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.

4. Termination of the agreement.

In case of earlier 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 June of year N will only take effect as of 1 September of year N+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 RZESZOW02:** 5 - A- excellent, 4,5 - B - very good, 4 - C - good, 3,5 - D - satisfactory, 3 - E - sufficient, 2 - F - fail

### HU BUDAPES16

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 RZESZOW02	Anna Zajac - IRO <a href="mailto:dzwz@ur.edu.pl">dzwz@ur.edu.pl</a> tel/fax: +48 17 872 10 71	<a href="http://www.ur.edu.pl/en/university/erasmus/ects-internet">http://www.ur.edu.pl/en/university/erasmus/ects-internet</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665552	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>

### 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 RZESZOW02	Anna Zajęc - IRO <a href="mailto:dzwz@ur.edu.pl">dzwz@ur.edu.pl</a> tel/fax: +48 17 872 10 71	<a href="http://www.ur.edu.pl/en/university/erasmus/ects-internet">http://www.ur.edu.pl/en/university/erasmus/ects-internet</a>
HU BUDAPE S16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665552	<a href="http://www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_form.pdf">www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_form.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
PL RZESZOW02	Anna Zajęc - IRO <a href="mailto:dzwz@ur.edu.pl">dzwz@ur.edu.pl</a> tel/fax: +48 17 872 10 71	<a href="http://www.ur.edu.pl/en/university/erasmus/ects-internet">http://www.ur.edu.pl/en/university/erasmus/ects-internet</a>
HU BUDAPE S16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665552	<a href="http://erasmus.uni-obuda.hu/en/accommodation">http://erasmus.uni-obuda.hu/en/accommodation</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup> and stamp
PL RZESZOW02	Prof. Marek Koziorowski – Vice-Rector for Research and International Relations		
HU BUDAPE S16	Mrs. Kornélia Lazányi, PhD, habil Vice Dean of Keleti Faculty	11/12/2017	

<sup>5</sup>Scanned signatures are accepted



