



# Erasmus+ Programme

## Key Action 1

### - Mobility for learners and staff -

### Higher Education Student and Staff Mobility

### Inter-institutional<sup>1</sup> 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 / PIC code	Contact details <sup>2</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Pavol Jozef Šafárik University in Košice</b>  <b>Technology and Innovation Park</b> ( <a href="https://www.upjs.sk/en/departments/tip/">https://www.upjs.sk/en/departments/tip/</a> )	SK KOSICE02	<b>Institutional coordinator:</b> Mgr. Mária Vasilíková, PhD. tel.: +421552341159 e-mail: zahrodd@upjs.sk, maria.vasilova@upjs.sk Address: PJSU in Košice, Rectorate, International Relations Office, Šrobárova 2, 04180 Košice, Slovakia	<a href="http://www.upjs.sk">www.upjs.sk</a>  <a href="https://www.upjs.sk/en/university/international-relations/erasmus-plus/incoming-students/">https://www.upjs.sk/en/university/international-relations/erasmus-plus/incoming-students/</a>
<b>Obuda University Donát Bánki Faculty of Mechanical and Safety Engineering</b> (8 Népszínház str. H-1081 Budapest, Hungary)	HU BUDAPES16	<b>Academic contact:</b> <b>Dr. Ágota Drégelyi-Kiss</b> Faculty of Mechanical and Safety Engineering <a href="mailto:dregelyi.agota@bgk.uni-obuda.hu">dregelyi.agota@bgk.uni-obuda.hu</a> Tel: +3616665430  <b>Institutional coordinator :</b> Ms. Ildikó Marosi PhD Mobility Department <a href="mailto:marosi.ildiko@kgk.uni-obuda.hu">marosi.ildiko@kgk.uni-obuda.hu</a>	<a href="http://bgk.uni-obuda.hu/en">http://bgk.uni-obuda.hu/en</a>  <a href="http://erasmus.uni-obuda.hu/en/">http://erasmus.uni-obuda.hu/en/</a>

<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.

		Tel: +3616665552 96/b Bécsi str. Budapest, H-1034 Hungary	
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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.

[\*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.]

FROM [Erasmus/ PIC 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 *
HU BUDAPES16	SK KOSICE02	071	Engineering	-	2x5 days
SK KOSICE02	HU BUDAPES16			-	2x5 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/PIC code]	Optional: Subject area	Language of instruc- tion 1	Language of instruc- tion 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]
SK KOSICE 02		Slovak	English	B2 English	B2 English
HU BUDAPES16		Hungarian	English	B2 English	B2 English

<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>)

<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>

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

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

**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 – in case of staff mobilities: [mobility@uni-obuda.hu](mailto:mobility@uni-obuda.hu); in case of student mobilities: [incoming@uni-obuda.hu](mailto:incoming@uni-obuda.hu)

**SK KOSICE02** offers assistance to welcome students and staff with disabilities. However, the International Relations Office must be informed about it during the application procedure.

#### E. Calendar

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

Receiving institution [Erasmus/PIC code]	Autumn term* [month]	Spring term* [month]
SK KOSICE 02	Nomination: 15th May Application: 15th June	Nomination: 15th November Application: 30th November
HU BUDAPEST16	Nomination deadline: 1 <sup>st</sup> May Application deadline: 15 <sup>th</sup> May	Nomination deadline: 5 <sup>th</sup> November Application deadline: 20 <sup>th</sup> November

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

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

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 Letter, Registration Form and Info Sheet to all accepted students.
4. The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished.

When **SK KOSICE02** is the receiving institution:

The receiving institution will send its decision within [4] weeks.

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]

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 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

*[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide<sup>5</sup>. 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.]*

**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

**SK KOSICE02:** SK KOSICE02 grading system is described at:

<http://www.upjs.sk/public/media/2062/study-rules-at-upjs.pdf> (in Art. 13, paragraph 5)

### 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/PIC code]	Contact details (email, phone)	Website for information
SK KOSICE 02	<a href="mailto:zahrodd@upjs.sk">zahrodd@upjs.sk</a> tel.: +421552341159	<a href="https://www.upjs.sk/en/university/international-relations/">https://www.upjs.sk/en/university/international-relations/</a>
HU BUDAPES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 6665552	For Visa: <a href="http://konzulizsolgalat.kormany.hu/en">http://konzulizsolgalat.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>

<sup>5</sup> [http://ec.europa.eu/education/tools/docs/ects-guide\\_en.pdf](http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf)

### 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/PIC code]	Contact details (email, phone)	Website for information
SK KOSICE02	<a href="mailto:zahrodd@upjs.sk">zahrodd@upjs.sk</a> tel.: +421552341159	<a href="https://www.upjs.sk/en/university/international-relations/">https://www.upjs.sk/en/university/international-relations/</a>
HU BUDAPES16	<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">http://www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_form.pdf</a>

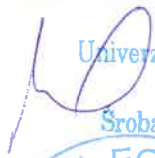


### 4. Housing

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/PIC code]	Contact details (email, phone)	Website for information
SK KOSICE02	<a href="mailto:zahrodd@upjs.sk">zahrodd@upjs.sk</a> tel.: +421552341159	<a href="https://www.upjs.sk/en/university/international-relations/">https://www.upjs.sk/en/university/international-relations/</a>
HU BUDAPES16	<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/PIC code]	Name, function	Date	Signature and stamp <sup>6</sup>
SK KOSICE02	Mgr. Mária Vasiľová, PhD. Institutional Erasmus coordinator	15/11/ 2018	 Univerzita Pavla Jozefa Šafárika v Košiciach Šrobárova 2, 041 80 Košice -18-
HU BUDAPES16	Prof. dr. Zoltán Rajnai dean	06/11/ 2018	 

<sup>6</sup> Scanned signatures are accepted