



Erasmus+ Programme

Key Action 1

Higher Education Student and Staff Mobility– Mobility for learners and staff Inter-institutional¹ agreement 2014-2021² 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 ³ (email, phone)	Website (eg. of the course catalogue)
Univerzita J. Selyeho - Selye János Egyetem - J. Selye University	SK KOMARNO01	Institutional Coordinator : Prof. Dr. Ing. Imrich Okenka, PhD. +421 35 32 60 636 okenkai@selyeuni.sk Administrative Contact : Mgr. Adriana Kinczerová +421 35 3260 613 +421 35 3260 781 kinczera@selyeuni.sk Faculty Coordinator : Ing. Renáta Machová, PhD. , Vice-dean of the Faculty of Economics +421 35 3260 621 prodekans@selyeuni.sk	www.selyeuni.sk , include Faculties' websites – in Hungarian, Slovak and languages.
Ekonomická Fakulta - Gazdaságtudományi Kar - Faculty of Economics			
Óbuda University	HU BUDAPES16	Institutional coordinator : Mrs. Mária Dudás, Director Centre for International Mobility dudas.maria@rh.uni-obuda.hu Tel: +36 1 666 5050 Faculty coordinator: Dr. Medve András, Dean medve@uni-obuda.hu Phone: +36 1 666 5220	http://erasmus.uni-obuda.hu/en/
Keleti Faculty of Business and Management Keleti Károly Gazdasági Kar			

¹ Inter-institutional agreements can be signed by two or more higher education Institutions. A model of the French translation of the legally binding inter-institutional agreement is available at : <http://www.univ-fcomte.fr/download/partage/document/dri/erasmus/modele-accord-inter-institutionnel-erasmus-plusen-fr.pdf>

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers⁴ 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
SK KOMARNO01	HU BUDAPES16	041	Business and administration	1 st , 2 nd	4 x 5 (= 20 months)	
HU BUDAPES16	SK KOMARNO01	041	Business and administration	1 st , 2 nd	4 x 5 (= 20 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.]

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 *
SK KOMARNO01	HU BUDAPES16	041	Business and administration	10 days 2 persons x 5 days	10 days 2 persons x 5 days
HU BUDAPES16	SK KOMARNO01	041	Business and administration	10 days 2 persons x 5 days	10 days 2 persons x 5 days

[*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.]

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SK KOMARNO01	all subject areas	HU, SK	EN	HU:C1; SK:C1; EN:B2	HU:C1; SK:C1; EN:B2
HU BUDAPES16	all subject areas	Hungarian	English	HU: C1, EN:B2	HU: C1, EN:B2

*No certificate required

⁴ 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>)

⁵ 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 :

D. Additional requirements

SK KOMARNO 01:

Selection/preparation/integration of mobile students and staff will be carried out in accordance with the principles of the Erasmus University Charter 2014-2019. Buddy-system and orientation day for incoming students. At J. Selye University no discrimination on ethnic, religious or any other principle do not exist. Most of our students grew up in a bilingual environment and use the Hungarian and Slovak language on a high level. All students and staff, including those with disabilities will be accepted and supported.

HU BUDAPES16:

In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Centre for International Mobility: projectoffice@uni-obuda.hu

For Application see: <http://erasmus.uni-obuda.hu/en>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [5 months] Whole academic year (10 months)	Spring term* [5 months]
SK KOMARNO01 Nominations from Partner University Applications	10 th May 30 th May	10 th November 30 th November
HU BUDAPES16	15 May	20 November

2. The receiving institution will send its decision within 4 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 :
The inter-institutional agreement may be terminated by either party. The agreement will remain in effect until one party notifies the other of its wish to terminate. This should be done in writing, and a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. The agreement can be cancelled activities can be added to it, and changes in mobility data can be made annually provided they are communicated before January 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

SK KOMARNO 01:

For incoming international students, a Transcript of Records, which contains the code and title of the completed courses, credits, grade, and its ECTS-compatible grade, will be issued at the end of the semester.

ECTS conversion table – System of assessment:

J. Selye University grade	Equivalent ECTS grade
1 (excellent)	A (excellent)
1,5 (very good)	B (very good)
2 (good)	C (good)
2,5 (satisfactory)	D (satisfactory)
3 (sufficient)	E (sufficient)
4 (unsatisfactory)	FX, F (fail)

HU BUDAPES16:

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

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
SK KOMARNO 01	kinczera@selyeuni.sk	http://www.selyeuni.sk/hu/nemzetkozi-kapcsolatok/erasmus.html
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	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
SK KOMARNO 01	kinczera@selyeuni.sk	http://www.selyeuni.sk/hu/nemzetkozi-kapcsolatok/erasmus.html
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.oep.hu/oepdok/fajlok/c.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:

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Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
SK KOMARNO 01	siraly@selyeuni.sk	http://www.selyeuni.sk/hu/kollegium.html
HU BUDAPES16	projectoffice@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 ⁶
SK KOMARNO01	Prof. Dr. Ing. Imrich Okenka, PhD., Institutional Erasmus Coordinator	28/02/2014	 
HU BUDAPES16	Mária Dudás Director, Erasmus Institutional Coordinator	06/03/2014	 

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Óbuda University Trefort Ágoston Mérnökpedagógiai Központ	HU BUDAPES16	Faculty coordinator: Institutional coordinator : Mrs. Mária Dudás, Director Centre for International Mobility dudas.maria@rh.uni-obuda.hu Tel: +36 1 666 5050 Faculty coordinator: Dr. Tóth Péter Tel: +36 1 666 5373 toth.peter@tmpk.uni-obuda.hu	http://erasmus.uni-obuda.hu/en/

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B. Mobility numbers⁴ 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
SK KOMARNO01	HU BUDAPES16	011	Education	1 st , 2 nd	4 x 5 (= 20 months)	
HU BUDAPES16	SK KOMARNO01	011	Education	1 st , 2 nd	4 x 5 (= 20 months)	

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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 *
SK KOMARNO01	HU BUDAPES16	011	Education	10 days 2 persons x 5 days	
HU BUDAPES16	SK KOMARNO01	011	Education	10 days 2 persons x 5 days	

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Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
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HU BUDAPES16	all subject areas	Hungarian	English	HU: C1, EN:B2	HU: C1, EN:B2

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HU BUDAPES16:

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

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HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	For Visa: http://konzuliszolgalat.kormany.hu/en For residence permit: http://www.bmbah.hu/jomla/index.php?lang=en

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HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.oep.hu/oepdok/fajlok/e.pdf

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Erasmus+ Programme

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Óbuda University John von Neumann Faculty of Informatics	HU BUDAPES16	Institutional coordinator : Mrs. Mária Dudás, Director Centre for International Mobility dudas.maria@rh.uni-obuda.hu Phone: +36 1 666 5050 Academic contact: Mr. Sergyán, Szabolcs sergyan.szabolcs@nik.uni-obuda.hu Phone: +36 1 666 5579	http://erasmus.uni-obuda.hu/en/

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					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
SK KOMARNO01	HU BUDAPES16	061	Information and Communication Technologies (ICTs)	1 st , 2 nd	2 x 5 (= 10 months)	
HU BUDAPES16	SK KOMARNO01	061	Information and Communication Technologies (ICTs)	1 st , 2 nd	2 x 5 (= 10 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.]

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				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
SK KOMARNO01	HU BUDAPES16	061	Information and Communication Technologies (ICTs)	10 days 2 persons x 5 days	1 personx5 days
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Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁵	
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For more details on the language of instruction recommendations, see the course catalogue of each institution :

D. Additional requirements

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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
SK KOMARNO 01	kinczera@selyeuni.sk	http://www.selyeuni.sk/hu/nemzetkozi-kapcsolatok/erasmus.html
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.oep.hu/oepdok/fajlok/c.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
SK KOMARNO 01	siraly@selyeuni.sk	http://www.selyeuni.sk/hu/kollegium.html
HU BUDAPES16	projectoffice@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 ⁶
SK KOMARNO01	Prof. Dr. Ing. Imrich Okenka, PhD., Institutional Erasmus Coordinator	28/02/2014	 
HU BUDAPES16	Mária Dudás Director, Erasmus Institutional Coordinator	06/03/2014	 

⁶ Scanned signatures are accepted