



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021

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	Erasmus code	Contact details (email, phone)	Website
Albstadt- Sigmaringen University	D SIGMARI01	Dr. Conny Bast ERASMUS Coordinator International Office bast@hs-albsig.de +49 7571 732 9205 Gabriela Miehle International Office campus Sigmaringen Miehle@hs-albsig.de +49 7571 732 8236	www.hs-albsig.de
Obuda University	HU BUDAPES16	Institutional coordinator : Mrs. Mária Dudás, Director Centre for International Mobility dudas.maria@rh.uni-obuda.hu Tel: +36 1 666 5050	http://erasmus.uni-obuda.hu/en

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	Subject area name	Study cycle	Total number of students/ months
					SMS SMT

D SIGMARI01	HU BUDAPES16	0723	Textile	1 st	4/20	--
HU BUDAPES16	D SIGMARI01	0723	Textile	1 st	4/20	--
D SIGMARI01	HU BUDAPES16	071	Engineering and engineering trades	1 st	2/10	--
HU BUDAPES16	D SIGMARI01	071	Engineering and engineering trades	1 st	2/10	--
D SIGMARI01	HU BUDAPES16	041	Business Administration	1 st	3/15	--
HU BUDAPES16	D SIGMARI01	041	Business Administration	1 st	3/15	--

FROM	TO	Subject area code	Subject area name	Total number of staff/days	
				STT ¹	STA ²
D SIGMARI01	HU BUDAPES16	0723	Textile	1/5	1/5
HU BUDAPES16	D SIGMARI01	0723	Textile	1/5	1/5
D SIGMARI01	HU BUDAPES16	071	Engineering and engineering trades	1/5	1/5
HU BUDAPES16	D SIGMARI01	071	Engineering and engineering trades	1/5	1/5
D SIGMARI01	HU BUDAPES16	041	Business Administration	1/5	1/5
HU BUDAPES16	D SIGMARI01	041	Business Administration	1/5	--
D SIGMARI01	HU BUDAPES16	99	Administrative staff	1/5	--
HU BUDAPES16	D SIGMARI01	99	Administrative staff	1/5	--

1. Staff Mobility for training

2. Staff Mobility for teaching

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
D SIGMARI01		German	ENGLISH	B1	B1
HU BUDAPES16		Hungarian	English	B2	B2

D. Additional requirements

Albstadt-Sigmaringen University: Students and staff with disabilities are requested to contact the ERASMUS coordinator at the partner university to check if the planned mobility is possible.

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

E. Calendar

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

Receiving institution	Autumn term	Spring term
D SIGMARI01	May 15 th	November 15 th
HU BUDAPES16	15 May	20 November

2. The receiving institution will send its decision within 2 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 or changes in the data set above can be amended annually if communicated before November 30th 20xx and will take effect as of November 30th 20xx+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

D SIGMARI01	HU BUDAPES16
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WWW for Incoming Students	http://www.hs-albsig.de/studium/auslandsamt/Seite/Incomingstudents_eng.aspx	http://erasmus.uni-obuda.hu/en
Course Catalogue	http://www.hs-albsig.de/studium/auslandsamt/Documents/Courses%20in%20English%20HS%20AlbSig.pdf	http://erasmus.uni-obuda.hu/en/subject-list
Housing	https://t11host.de/SWTUE/index.html?lang_id=2	http://erasmus.uni-obuda.hu/en/accommodation
Visa Information	http://www.hs-albsig.de/studium/auslandsamt/Seite/Incomingstudents_eng.aspx	http://www.bmbah.hu/a_bah_ismertetes.php
Insurance Information	http://www.hs-albsig.de/studium/auslandsamt/Seite/Incomingstudents_eng.aspx	http://www.oep.hu/oepdok/fajlok/e.pdf
Students and Staff with disabilities	Please contact the ERASMUS coordinator at HS Albstadt-Sigmaringen	please contact the following address: projectoffice@uni-obuda.hu
Grading System	http://www.hs-albsig.de/studium/auslandsamt/Seite/GradingSystem.aspx	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
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.bmbah.hu/a_bah_ismertetes.php

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
HU BUDAPES1 6	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.oep.hu/oepdok/fajlok/e.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
HU BUDAPES1 6	projectoffice@uni-obuda.hu , +36-1 6665051	http://erasmus.uni-obuda.hu/en/accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature ¹
D SIGMARI01	Dr. Conny Bast ERASMUS-Coordinator International Office	24.01. 2014	 
HU BUDAPES16	Mária Dudás ERASMUS Institutional Co-ordinator Director of Centre for International Mobility	22.01. 2014	 

¹ Scanned signatures are accepted