



# Erasmus+ Programme

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

## Inter-institutional agreement 2014-2021 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	Erasmus code	Contact details <sup>1</sup>		Website
Arteveldehogeschool Gent	B GENT 39	<b>Administrative contact</b> Adresse: Hoogpoort 15, 9000 Gent - Belgium Tel.: +32(0)9 234 75 02 e-mail: <a href="mailto:anne.vanautryve@arteveldehs.be">anne.vanautryve@arteveldehs.be</a>	<b>Erasmus Coordinator</b> Inge Piryns <a href="mailto:inge.piryns@arteveldehs.be">inge.piryns@arteveldehs.be</a> P +32(0)9 234 90 62  <b>Departmental Coordinator:</b> Bachelor of Graphical and Digital Media  Linda Bogaert  <a href="mailto:linda.bogaert@arteveldehs.be">linda.bogaert@arteveldehs.be</a>	<a href="http://www.arteveldehogeschool.be/en">http://www.arteveldehogeschool.be/en</a>
Obuda University Faculty of Light Industry and Environmental Engineering	HU BUDAPES 16	<b>Institutional coordinator:</b> Mrs. Mária Dudás, Director of Centre for International Mobility Tavaszmező st. 17, H-1084 Budapest <a href="mailto:dudas.maria@rh.uni-obuda.hu">dudas.maria@rh.uni-obuda.hu</a> Tel: +36 1 666 5050	<b>Faculty coordinator:</b> Dr. Livia Kokas Palicska Faculty Erasmus coordinator Doberdó st 6. H-1034 Budapest <a href="mailto:kokas.livia@rkk.uni-obuda.hu">kokas.livia@rkk.uni-obuda.hu</a> Tel : +36 1 666 5939 or 5937	<a href="http://erasmus.uni-obuda.hu/en/">http://erasmus.uni-obuda.hu/en/</a>

### B. Mobility numbers per academic year

FROM	TO	Subject	Subject area	Study	Number of student mobility periods
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<sup>1</sup>Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		area code [ISCED]	name	cycle [1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ]	Student Mobility for Studies	Student Mobility for Traineeships
HU BUDAPES 16	B GENT 39	03.5/214	Graphical and Digital Media	1 <sup>st</sup>	1 student x 5 months	
B GENT 39	HU BUDAPES 16	03.5/214	Graphical and Digital Media	1 <sup>st</sup>	1 student x 5 months	

\* 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	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training*
HU BUDAPES 16	B GENT 39	03.5/214	Graphical and Digital Media	1 person x 5 days	
B GENT 39	HU BUDAPES 16	03.5/214	Graphical and Digital Media	1 person x 5 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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level <sup>2</sup>	
				Student Mobility for Studies	Staff Mobility for Teaching
B GENT 39		English		Min B1	Min B2
HU BUDAPES 16		Hungarian	English	B2	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

B GENT 39: We welcome students and staff with disabilities. For more information, please contact [valerie.vanhees@arteveldehs.be](mailto:valerie.vanhees@arteveldehs.be)

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](mailto:projectoffice@uni-obuda.hu)

### E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]

<sup>2</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>

B GENT 39	15 May	15 November
HU BUDAPES 16	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 4 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. 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

B GENT 39: Each incoming student at Artevelde University College Ghent is provided with an AHS ECTS grading table, accompanying the Transcript of Records.

HU BUDAPES 16: <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
B GENT 39	<b>Anne Van Autryve</b> <a href="mailto:anne.vanautryve@arteveldehs.be">anne.vanautryve@arteveldehs.be</a> P +32(0)9 234 75 02	<a href="http://www.arteveldehogeschool.be/en">http://www.arteveldehogeschool.be/en</a>
HU BUDAPES 16	<a href="mailto:projectoffice@uni-obuda.hu">projectoffice@uni-obuda.hu</a> , +36-1 6665051	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
B GENT 39	<b>Ann Van De Velde</b> <b>Alicia Bekaert</b> <a href="mailto:verzekeringen@arteveldehs.be">verzekeringen@arteveldehs.be</a> P +32(0)9 234 91 37	<a href="http://www.arteveldehogeschool.be/en">http://www.arteveldehogeschool.be/en</a>

MAS/EP


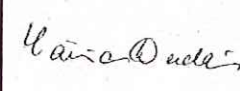

#### 4. Housing


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
B GENT 39	Elena Beellaert <a href="mailto:huisvesting@arteveldehs.be">huisvesting@arteveldehs.be</a> P + 32 9 269 60 61	<a href="http://www.sovoarte.be/page/international-students">http://www.sovoarte.be/page/international-students</a>
HU BUDAPES 16	<a href="mailto:projectoffice@uni-obuda.hu">projectoffice@uni-obuda.hu</a> , +36-1 6665051	<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>3</sup>
B GENT 39	Inge Piryns Erasmus Coordinator	18/3/2014	
HU BUDAPES 16	Maria Dudas Director of Centre for International Mobility (for Prof. István Patkó, Dean)	27/02/2014	 

  
 arteveldehogeschool  
 LID VAN DE ASSOCIATE UNIVERSITEIT GENT  
 Instellingsnr. : 116194  
 Hoogpoort 15 • B - 9000 Gent  
 BE 0474.120.860  
 T: 09/234 9100

*The Bilateral Agreements in Óbuda University can be signed by the following persons:  
Rector, Vice-rectors, Deans, Director of the Centre for International Mobility*

<sup>3</sup> Scanned signatures are accepted