



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014/2015 -2020/2021² 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)
UNIVERSITE D'ARTOIS 28512-LA-1-2014-1-FR-E4AKA1-ECHE <i>Service de Relations Internationales</i>	F ARRAS12	Service de Relations Internationales, 9 rue du Temple, BP 10665, F-62030, ARRAS cedex France Institutional Coordinator : Prof. Stephen ROWLEY, sri@univ-artois.fr Administrative contact : Manon BENAOUA, manon.benaouda@univ-artois.fr tel. +33(0)321606185 fax +33(0)321604931	http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to specify the period of validity of this agreement in academic years

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

Institut Universitaire de Technologie de Béthune		<p>IUT de Béthune 1230 rue de l'Université – BP 819 – 62408 Bethune cedex</p> <p>Departmental coordinator : Prof. Yannick VANHOVE, yannick.vanhove@univ-artois.fr</p> <p>Administrative contact : Sylvie Labruyère, sylvie.labruyere@univ-artois.fr tel. +33(0) 3 21 63 23 05 fax +33(0) 3 21 52 02 69</p>	<p>http://formations.univ-artois.fr/cdm33rc2/ws?cmd=getLastCatalog&redirect=voir_defaut_program&recherche=0&oidProgramAnexe=</p>
<p>Obuda University</p> <p>48668-LA-1-2014-1-HU-E4AKA1-ECHE</p>	<p>HU BUDAPES16</p>	<p>Institutional coordinator : Mrs. Mária Dudás, Director Centre for International Mobility dudas.maria@rh.uni-obuda.hu Tel: +36 1 666 5050</p> <p>Academic contact: Mr. Kopják, József kopjak.jozsef@kvk.uni-obuda.hu +36 1 666 5863</p>	<p>http://erasmus.uni-obuda.hu/en/</p>

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.

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>

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]	Student Mobility for Traineeships *
HU BUDAPES16	F ARRAS12	0713	Electricity and energy	1 st	3 X 5 months = 15 months	
F ARRAS12	HU BUDAPES16	0713	Electricity and energy	Short /1 st	3 x 3 months = 9 months	

*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.
Traineeships must be organized through specific and individual traineeship agreements.
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]	Staff Mobility for Training *
HU BUDAPES16	F ARRAS12	0713	Electricity and energy	1 person x 5 days	
			Administrative		1 person x 5 days
F ARRAS12	HU BUDAPES1	0713	Electricity and energy	1 person x 5 days	
			Administrative		1 person x 5 days

*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.
Traineeships must be organized through specific and individual traineeship agreements.
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	Staff Mobility for Teaching
F ARRAS12	0713	French	English	B2	B2
HU BUDAPES16	0713	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

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

F ARRAS12:

- Incoming students and staff must follow the relevant application procedure of Artois University and organisation of their stay: <http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois>

- Artois University has the necessary infrastructure to welcome students and staff with disabilities:
<http://www.univ-artois.fr/Vie-etudiante/accueil-des-etudiants-en-situation-de-handicap>

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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
F ARRAS12	31 May	31 October
HU BUDAPES16	15 May	20 November

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

2. HU BUDAPES16 will send its decision within 4 weeks.

F ARRAS12 will send its decision within 6 weeks upon receipt of the completed student application file.

3. Academic calendar

Receiving institution (Erasmus code)	Autumn term* (from-to)	Spring term* (from-to)
F ARRAS12	September – December/January	January - June
HU BUDAPES16	September – February	February - June

4. A Transcript of Records will be issued by HU BUDAPES16 no later than 4 weeks after the assessment period has finished at the receiving HEI.

A Transcript of Records will be issued by F ARRAS12 no later than 5 weeks after the assessment period has finished at the receiving HEI.

5. Termination of the agreement

In whichever case, either party can terminate the Agreement by informing the other party expressly in writing with at least one year's notice. *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. Students selected prior to the date of notification must be admitted by the receiving institution.* Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

This agreement is binding subject to obtaining the Erasmus University Charter 2014-2020 by each partner institution.

F. Information

1. Grading systems of the institutions

F ARRAS12 :

F ARRAS12			
French Scale (used in Artois University)		ECTS Scale	Definition
18 - 20	Très Bien (TB)	A	Excellent
16 - 17	Très Bien (TB)	A	Excellent
14 - 15	Bien (B)	B	Very Good
12 - 13	Assez Bien (AB)	C	Good
11	Passable (P)	D	Satisfactory
10	Passable (P)	E	Sufficient
0 - 9	Echec	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
F ARRAS12	Ms Betty PAUL betty.paul@univ-artois.fr Phone : (+33) 3 21 60 38 68	http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/avant-votre-depart/visa
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	For Visa: http://konzulizsolgalat.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
F ARRAS12	Ms Betty PAUL betty.paul@univ-artois.fr Phone : (+33) 3 21 60 38 68	http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/a-votre-arrivee/Inscription-administrative
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.oep.hu/oepdok/fajlok/e.pdf


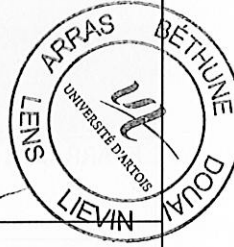
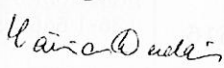

4. Housing

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
F ARRAS12	Ms Sylvie LABRUYERE Sylvie.labruyerel@univ-artois.fr Phone : (+33) 3 21 63 23 05	http://www.univ-artois.fr/international/etudier-a-l-universite-d-artois/avant-votre-depart/logement
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
F ARRAS12	Prof. Francis MARCOIN President	11 AVR. 2014	 
HU BUDAPES16	Mária Dudás Director	27/02/2014	 

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

⁶ Scanned signatures are accepted