



Erasmus+ Programme

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

Inter-institutional agreement 2014/15 – 2020/21

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 (email, phone)	Website
Bremen University of Applied Sciences	D BREMEN04	Faculty Erasmus Coordinator Sabine Ganter Faculty 4 Electrical Engineering and Computer Science Neustadtswall 30 28199 Bremen / Germany Phone: +49 421 5905 3487 Fax: +49 421 5905 3476 Email: sabine.ganter@hs- bremen.de	www.hs-bremen.de http://www.hs-bremen.de/internet/de/einrichtungen/fakultaeten/f4/

		Institutional Erasmus Coordinator Ilka Knippel Neustadtswall 30 28199 Bremen Phone: +49 421 5905 4135 Fax: +49 421 5905 4109 Email: Ilka.Knippel@hs-bremen.de	
Óbuda University	HU BUDAPES16	Faculty coordinator and 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

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [1, 2]	Number of students/ number of month	
					Student Mobility for Studies	Total number of months
D BREMEN04	HU BUDAPES 16	061	Information and Communication Technologies	1 or 3	2	12
		071	Engineering		2	12
HU BUDAPES 16	D BREMEN04	061	Information and Communication Technologies	1,[2]	2	12
		071	Engineering		2	12

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [1, 2]	Number of staff/ number of days	
					Staff Mobility for Teaching	Staff Mobility for Training
D BREMEN04	HU BUDAPES 16	061	Information and Communication Technologies	1,[2]	1/5	1/5

		071	Engineering		1/5	1/5
HU BUDAPES 16	D BREMEN04	061	Information and Communication Technologies	1,[2]	1/5	1/5
		071	Engineering			

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:

Institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level [CEFR]	
				Student Mobility for Studies	Staff Mobility for Teaching
D BREMEN04		German	[English]	B2	B2
HU BUDAPES 16		Hungarian	English	B2	B2

D. Additional requirements

Bremen University of Applied Sciences:

The Bremen University of Applied Sciences is happy to welcome students and staff with disabilities. According information can be found here: <http://www.hs-bremen.de/internet/de/hsb/struktur/gleichstellungsstelle/familienbuero/handicap/>

[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 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:

Institution [Erasmus code]	Autumn term	Spring term
D BREMEN04	01 June	15 January
HU BUDAPES 16	15 May	20 November

2. The receiving institution will send its decision within 8 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. This institutional agreement can be terminated or changed, if communicated at least one academic year beforehand. 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

Bremen University of Applied Sciences:

1.0 - 1.5	1.6 - 2.5	2.6 - 3.5	3.6 - 4.0	more than 4.0
excellent (sehr gut)	good (gut)	satisfactory (befriedigend)	sufficient (ausreichend)	insufficient (nicht ausreichend)

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	Website for information
D BREMEN04	International Office Andrea Thode Christiane Sgonina Phone: +49 421 5905 2148/ - 2160 Fax: +49 421 5905 2644 Email: Andrea.Thode@hs-bremen.de Christiane.Sgonina@hs-bremen.de	https://distributed-campus.org/study-app/portal/language/en http://www.hs-bremen.de/internet/en/international/office/incomings/bachelor/to-do-bachelor/Visum/
HU BUDAPES16	projectoffice@uni-obuda.hu +36-1 6665051	http://www.bmbah.hu/a_bah_ismertetese.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	Website for information
D BREMEN04	International Office Andrea Thode Christiane Sgonina Phone: +49 421 5905 2148/ - 2160 Fax: +49 421 5905 2644 Email: Andrea.Thode@hs-bremen.de Christiane.Sgonina@hs-bremen.de	https://distributed-campus.org/study-app/portal/language/en http://www.hs-bremen.de/internet/en/international/office/incomings/bachelor/to-do-bachelor/kv/
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:

Receiving Institution [Erasmus code]	Contact details	Website for information
D BREMEN04	International Office Andrea Thode Christiane Sgonina Phone: +49 421 5905 2148/ - 2160 Fax: +49 421 5905 2644 Email: Andrea.Thode@hs-bremen.de Christiane.Sgonina@hs-bremen.de	http://www.hs-bremen.de/internet/en/international/office/incomings/bachelor/todo-bachelor/sonstiges/
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
D BREMEN04	Ilka Knippel Institutional Erasmus coordinator	24.02. 2014	
HU BUDAPES16	Mária Dudás Institutional Erasmus coordinator	11/02/2014	