



Erasmus+ Programme

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

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)
UNIVERSITATEA ROMÂNÓ-AMERICANĂ (ROMANIAN-AMERICAN UNIVERSITY)	RO BUCURES18	<i>Mihai Sebea, PhD</i> Director, International Affairs Bdul. Expozitiei Nr. 1B, Sector 1, 012101 Bucuresti, Romania Phone: (+40) 372.120.115 Fax: (+40) 21.202.95.27 / (+40) 21 318.35.66 sebea.mihai@profesor.rau.ro or: erasmus@student.rau.ro or: erasmus@profesor.rau.ro	ERASMUS.RAU.RO WWW.RAU.RO AND WWW.RO-AM.RO
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/
[...]			

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

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

[Paragraph to be added, if the agreement is signed for more than one 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	Student Mobility for Traineeships *
					[total number of months of the study periods or average duration*]	
RO BUCURES18	HU BUDAPEST16	041	Business and Administration	1 st , 2 nd	2 students x 10 months or 5 months	
RO BUCURES18	HU BUDAPEST16	061	Information and Communication Technologies (ICTs)	1 st , 2 nd	2 students x 10 months or 5 months	
HU BUDAPEST16	RO BUCURES18	041	Business and Administration	1 st , 2 nd	2 students x 10 months or 5 months	
HU BUDAPEST16	RO BUCURES18	061	Information and Communication Technologies (ICTs)	1 st , 2 nd	2 students x 10 months or 5 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	Staff Mobility for Training *
				[total number of days of teaching periods or average duration*]	
RO BUCURES18	HU BUDAPEST16	041	Business and Administration	2 staff x 1 week	2 staff x 1 week (subject area name: Exchange on best practices)
RO	HU BUDAPEST16	061	Information and Communication	2 staff x 1 week	2 staff x 1 week (subject area name:)

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>)

BUCURES18			Technologies (ICTs)		Exchange on best practices)
HU BUDAPES16	RO BUCURES18	041	Business and Administration	2 staff x 1 week	2 staff x 1 week (subject area name: Exchange on best practices)
HU BUDAPES16	RO BUCURES18	061	Information and Communication Technologies (ICTs)	2 staff x 1 week	2 staff x 1 week (subject area name: Exchange on best practices)

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]
RO BUCURES18		English		English -B1	English -B2
HU BUDAPES16		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

[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]

Both above mentioned institutions have the conditions for the acceptance of students and staff with disabilities.

Students and staff should hold a valid insurance.

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

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]
RO BUCURES18	15.July	15.December
HU BUDAPES16	15 MAY	20 November

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

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement

The agreement will become operative on the date of signature of both universities and shall remain in force for the entire period. In case of the termination, a notice of at least one academic year should be sent to the partner university. 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

RO BUCURES18: you can find the scale here: Erasmus.rau.ro

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
RO BUCURES18	erasmus@student.rau.ro (+40) 372.120.115	Erasmus.rau.ro
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 (email, phone)	Website for information
RO BUCURES18	erasmus@student.rau.ro (+40) 372.120.115	Erasmus.rau.ro
HU BUDAPES16	projectoffice@uni-obuda.hu , +36-1 6665051	http://www.oep.hu/ocpdok/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
RO BUCURES18	erasmus@student.rau.ro (+40) 372.120.115	Erasmus.rau.ro
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
RO BUCURES18	Prof. univ. dr. Ovidiu Folcut Rector		
HU BUDAPES16	Prof. Dr. Fodor János Vice-Rector	20/02/2014	

⁶ Scanned signatures are accepted