



Erasmus+ Programme

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

Inter-institutional¹ agreement 2015-2021 between programme countries²

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) |
|---|--------------|---|---|
| Obuda University | HU BUDAPES16 | <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: Alba Regia Technical Faculty Mrs Márta Seebauer Budai út 45. H-8002 Székesfehérvár Hungary Phone: +36-22-510832 Fax: +36-22-312337 seebauer.marta@amk.uni-obuda.hu</p> | <p>http://erasmus.uni-obuda.hu/en/</p> <p>http://amk.uni-obuda.hu/?lang=2</p> |
| Technical University of Varna | BG VARNA02 | <p>Mariela Choleva, Institutional Operative Coordinator International Relations Department Tel: +359-52-302442 Fax: +359-52-302442 mariela.choleva@tu-varna.bg</p> <p>Academic contact: Assoc. Prof. Nadezhda Ruskova,</p> | <p>http://new.tu-varna.bg/en/index.php/bg/</p> <p>http://cs.tu-varna.bg/index.php?lang=en</p> |

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

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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

| | | | |
|--|--|---|--|
| | | Head of Computer Sciences Department Tel.: +359 52 383424 Fax: +359-52-302442 ruskova@tu-varna.bg | |
|--|--|---|--|

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.]

| 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 or average duration*] | Student Mobility for Traineeships * |
| BG VARNA02 | HU BUDAPES16 | 061 | Information and Communication Technologies (ICTs) | 1 st , 2 nd and 3 rd | 2 stud/10 months | --- |
| | | 071 | Engineering and engineering trades | | | |
| HU BUDAPES16 | BG VARNA02 | 061 | Information and Communication Technologies (ICTs) | 1 st , 2 nd and 3 rd | 2 stud/10 months | --- |
| | | 071 | Engineering and engineering trades | | | |

[*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 [total number of days of teaching periods or average duration*] | Staff Mobility for Training * |
| BG VARNA02 | HU BUDAPES16 | 061 | Information and Communication Technologies (ICTs) | 10 days (2 persons x 5 days) | |
| | | 071 | Engineering and engineering trades | | |
| | | | Administrative | | 5 days (1 person x 5 days) |

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>)

| | | | | | |
|--------------|------------|-----|---|------------------------------|----------------------------|
| HU BUDAPES16 | BG VARNA02 | 061 | Information and Communication Technologies (ICTs) | 10 days (2 persons x 5 days) | |
| | | 071 | Engineering and engineering trades | | |
| | | | Administrative | | 5 days (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 [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] |
| HU BUDAPES16 | | Hungarian | English | B2 English | C1 English |
| BG VARNA02 | | Bulgarian | English | B2 English | C1 English |

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>

BG VARNA02:

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|---|---------------------------------------|
| HU BUDAPES16 Application deadlines | 15 May | 20 November |
| Academic Year (Courses Period) | Beginning of September – Middle of December | Beginning of February – Middle of May |
| BG VARNA02 Application deadlines | 30 June | 30 November |

⁵For 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>

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|--|--|
| Academic Year (Courses Period) | End of September – Beginning of January | End of February – Beginning of June |

2. The receiving institution will send its decision within four weeks.

3. Issue of the Transcript of Records

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

BG VARNA02: A Transcript of Records will be issued by the receiving institution no later than four weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. 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

HU BUDAPES16: <http://erasmus.uni-obuda.hu/en/grading-system>

In Hungary the best mark is 5.

| | Grade | Definition |
|---|--------------|--|
| 5 | Excellent | Outstanding performance with only minor errors |
| 4 | Good | Generally sound work with a number of notable errors |
| 3 | Satisfactory | Fair but with significant shortcomings |
| 2 | Sufficient | Performance meets the minimum criteria |
| 1 | Fail | Considerable further work is required |

BG VARNA02: http://new.tu-varna.bg/images/site/studenti/final_ects_2012.pdf
<http://www.studyinbulgaria.com/grading-scale/>

In Bulgaria the best mark is 6.

| ECTS Grade | Bulgarian Grade | Definition |
|----------------|-----------------|---|
| A- Excellent | 5.50-6.00 | EXCELLENT - outstanding performance with only minor errors |
| B – Very good | 4.50–5.49 | VERY GOOD- above the average standard but with some errors |
| C- Good | 3.50-4.49 | GOOD - generally sound work with a number of notable errors |
| D-satisfactory | 3.00-3.49 | SATISFACTORY - fair but with significant shortcomings |
| E, FX, F- fail | 2 | FAIL - some more work required |

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: **(not necessary, both partners are members of the European Union)**.

| Institution [Erasmus code] | Contact details (email, phone) | Website for information |
|----------------------------|--|---|
| 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 |
| BG VARNA02 | Mariela Choleva mariela.choleva@tu-varna.bg | http://www.mfa.bg/en/pages/109/index.html |

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 BUDAPES16 | projectoffice@uni-obuda.hu , +36-1 6665051 | http://www.oep.hu/oepdok/fajlok/e.pdf |
| BG VARNA02 | BG National Health Insurance Fund - EU Union Integration; or Mariela Choleva mariela.choleva@tu-varna.bg | http://www.en.nhif.bg/web/guest/home http://new.tu-varna.bg/images/site/studenti/final_ects_2012.pdf |

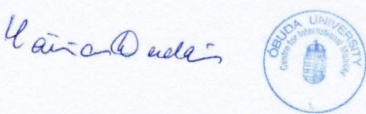

4. Housing

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 BUDAPES16 | projectoffice@uni-obuda.hu , +36-1 6665051 | http://koll.uni-obuda.hu/index.php |
| BG VARNA02 | Mariela Choleva mariela.choleva@tu-varna.bg | http://new.tu-varna.bg/images/site/studenti/final_ects_2012.pdf |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁶ |
|----------------------------------|---|------------|--|
| HU BUDAPES16 | <p>Mária Dudás</p> <p>Director Centre for International Mobility</p> | 30.03.2015 |  |
| BG VARNA02 | <p>Prof. Dr. Ovid Farhi</p> <p>Rector</p> | 30.03.2015 |  |

⁶Scanned signatures are accepted