



# Erasmus+ Programme

## Key Action 1

### – Mobility for learners and staff –

### Higher Education Student and Staff Mobility

## Inter-institutional<sup>1</sup> agreement 2017-2021<sup>2</sup>

### between programme countries

### [Minimum programme requirements]<sup>3</sup>

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 <sup>4</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Transilvania University of Brasov, Romania</b>	RO BRASOV01	<b>Institutional Coordinator</b> Name: Prof. Dr. Eng. Simona LACHE E-mail: <a href="mailto:slache@unitbv.ro">slache@unitbv.ro</a>  <b>Erasmus+ Office:</b> Bulevardul Eroilor 29, RO-500036 – Brasov Tel. & fax: +40268473473 E-mail: <a href="mailto:erasmus@unitbv.ro">erasmus@unitbv.ro</a> , <a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a>	<a href="http://www.unitbv.ro/orient/">www.unitbv.ro/orient/</a>
<b>Óbuda University Kando Faculty of Electrical Engineering</b> 17, Tavaszmező 1084 Budapest Hungary	<b>HU BUDAPEST16</b>	<b>Institutional coordinator :</b> Mrs. Ildiko Marosi, PhD Office of International Education <a href="mailto:marosi.ildiko@kgk.uni-obuda.hu">marosi.ildiko@kgk.uni-obuda.hu</a> Tel: +36-1 666 5050  <b>Faculty/Departmental Erasmus coordinator</b> Mrs. Dóra Maros, PhD. <a href="mailto:maros.dora@kvk.uni-obuda.hu">maros.dora@kvk.uni-obuda.hu</a>	<a href="http://erasmus.uni-obuda.hu/en/">http://erasmus.uni-obuda.hu/en/</a>  <a href="http://kvk.uni-obuda.hu">http://kvk.uni-obuda.hu</a>

<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education institutions

<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

<sup>3</sup> Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

<sup>4</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

	Tel: +36-1-666-5103 <b>Academic contact:</b> Mr. Róbert Istók, PhD. <a href="mailto:istok.robert@kvk.uni-obuda.hu">istok.robert@kvk.uni-obuda.hu</a> Tel: +36-1-666-5819	
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## B. Mobility numbers<sup>5</sup> 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.]*

<b>FROM</b> [Erasmus code of the sending institution]	<b>TO</b> [Erasmus code of the receiving institution]	<b>Subject area code*</b> [ISCED]	<b>Subject area name</b> *	<b>Study cycle</b> [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	<b>Number of student mobility periods</b> Student Mobility for Studies [total number of months of the study periods or average duration *] *	<b>Student Mobility for Traineeship</b> *
RO BRASOV01	HU BUDAPEST16	071	Engineering and Engineering Trades	1 <sup>st</sup>	2 std x 5 months	-
HU BUDAPEST16	RO BRASOV01	071	Engineering and Engineering Trades	1 <sup>st</sup> , 2 <sup>st</sup>	2 std x 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.]*

<b>FROM</b> [Erasmus code of the sending institution]	<b>TO</b> [Erasmus code of the receiving institution]	<b>Subject area code*</b> [ISCED]	<b>Subject area name</b> *	<b>Number of staff mobility periods</b> Staff Mobility for Teaching [total number of days of teaching periods or average duration *] *	<b>Staff Mobility for Training</b> *
RO BRASOV01	HU BUDAPEST16	071	Engineering and Engineering Trades	15 (3 teachers x 5 days)	10 (2 persons x 5 days)
HU BUDAPEST16	RO BRASOV01	071	Engineering and Engineering Trades	15 (3 teachers x 5 days)	10 (2 persons 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:

<b>Receiving institution</b>	<b>Optional Subject</b>	<b>Language of instruction</b>	<b>Language</b>	<b>Recommended language of instruction level<sup>6</sup></b>
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<sup>5</sup> Mobility numbers can be given per sending/receiving institutions and per education field

*[optional \* : <http://www.unesco.org/Education/Pages/International-standard-classification-of-education.aspx>]*

<sup>6</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>

[Erasmus code]	Area	tion 1	of instruction 2	Student Mobility for Studies		Staff Mobility for Teaching
				[Minimum recommended level: B1]	[Minimum recommended level: B2]	
RO BRASOV01	071	Romanian	English*	B1 – Romanian or English*	B2 – English	
HU BUDAPEST16	071	Hungarian	English	B2 - English	B2 - English	

\* Only for the study programmes taught in English. However, students may receive support in English (bibliography and evaluation).

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

### RO BRASOV01:

Selection/preparation/integration of incoming students and staff will be carried out in accordance with the principles of the Erasmus University Charter. Additional information is provided at <http://www.unitbv.ro/orien/>.

Partner Universities will send a detailed nomination list with the beneficiaries of the Erasmus mobility, by e-mail, to [incoming@unitbv.ro](mailto:incoming@unitbv.ro), together with the required documents. The required documents will be sent by e-mail (pdf format) and the originals by post to the Erasmus Office address.

We could specify in due time, upon request, if special needs of students and staff with disabilities can be fulfilled.

### HU BUDAPEST16

- 1 Exchange students will meet the admission requirements of the host university in terms of prerequisites for courses and language proficiency.
- 2 The host university will provide Welcome Orientation Week for incoming students.
- 3 Exchange students are entitled to the same rights and privileges as students normally enrolled at the host university, except for the right for graduation.
- 4 The host university will comply with all relevant health and safety regulations of the host country for incoming exchange students.

## 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 BRASOV01	July 15 <sup>th</sup>	January 15 <sup>th</sup>
HU BUDAPEST16	for nomination: 1 <sup>st</sup> May for application: 15 <sup>th</sup> May	for nomination: 5 <sup>th</sup> November for application: 20 <sup>th</sup> 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## **HU BUDAPEST16**

1. Link to the application forms: <http://erasmus.uni-obuda.hu/en/forms>
2. All documents must be sende d by e-mail ([incoming@uni-obuda.hu](mailto:incoming@uni-obuda.hu) ). No hard copies are needed.
3. Óbuda University sends by mail notification on admission automatically within 5 weeks. Óbuda University sends Acceptance Letters, Registration Form, Info sheet to all accepted students.
4. The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished.

## **F. Information**

### **1. Grading systems of the institutions**

#### **RO BRASOV01 Credits (1 credit = 25 hours total work)**

1 full academic Year = 60 credits  
 1 semester = 30 credits  
 3 months = 20 credits

Grading distribution will be provided by student's Transcript of Records.

ROMANIAN grading system	ECTS grade
10 = Excellent	A = Excellent
9 = Very good	B = Very good
From 7 to 8 = Good	C = Good
6 = Satisfactory	D = Satisfactory
5 = Sufficient	E = Sufficient
From 1 to 4 = Fail	F = Fail

## **HU BUDAPEST16**

Description of the Hungarian grading system: in Hungary the best mark is 5.

Hungarian Grade	Definition	ECTS Classification
5	Excellent – outstanding performance with only minor errors	A, B
4	Good – generally sound work with a number of notable errors	C
3	Satisfactory – fair but with significant shortcomings	D
2	Sufficient – performance meets the minimum criteria	E
1	Fail – considerable further work is required	F, Fx

## 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
RO BRASOV01	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> 0040 268 473 473	<a href="http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx">http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx</a>
HU BUDAPEES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 666 5051	For Visa: <a href="http://konzulizsolgalat.kormany.hu/en">http://konzulizsolgalat.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:




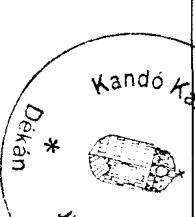
<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
RO BRASOV01	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> 0040 268 473 473	<a href="http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx">http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx</a>
HU BUDAPEES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 666 5051	<a href="http://www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_form.pdf">http://www.oep.hu/data/cms1004771/Health_Care_Services_Available_During_Temporary_Stay_in_Hungary_form.pdf</a>

## 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:

<b>Institution</b> [Erasmus code]	<b>Contact details</b> (email, phone)	<b>Website for information</b>
RO BRASOV01	<a href="mailto:incoming@unitbv.ro">incoming@unitbv.ro</a> 0040 268 473 473	<a href="http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx">http://www.unitbv.ro/orien/InternationalStudents/ErasmusStudents/Incoming.aspx</a>
HU BUDAPEES16	<a href="mailto:incoming@uni-obuda.hu">incoming@uni-obuda.hu</a> +36-1 666 5051	<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>7</sup>
RO BRASOV01	Prof. Dr. Eng. Ioan Vasile ABRUDAN, Rector	07.05.2017	 
HU BUDAPES16	Prof. Dr. István Vajda, dean of the Kando Faculty of Electrical Engineering	22.02.2017	 

<sup>7</sup> Scanned signatures are accepted