



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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	Erasmus code	Contact details ¹		Website
University of Ljubljana Faculty of natural Sciences and Engineering, Department of Textiles, Chair of Information and Graphic Arts Technology	SI LJUBLJA01	Institutional coordinator Ms. Katja Cerjak Adresse: Univerza v Ljubljani, Kongresni trg 12, SI-1000 Ljubljana Tel.: +386 1 2418 590 Fax: +386 1 2418 593 e-mail: Katja.Cerjak@uni-lj.si	Academic Contact: Klementina Možina, PhD Adresse: Faculty of natural Sciences and Engineering, Department of Textiles, Chair of Information and Graphic Arts Technology, Snežniška 5, SI-1000 Ljubljana, Slovenia Tel.: +386 1 200 32 42 Fax: +386 1 200 32 70 e-mail: klementina.mozina@ntf.uni-lj.si	www.uni-lj.si/en/
Obuda University Faculty of Light Industry and Environmental Engineering	HU BUDAPES16	Institutional coordinator Mrs. Mária Dudás Director of Centre for International Mobility Tavaszmező st. 17, H-1084 Budapest dudas.maria@rh.uni-obuda.hu Tel: +36 1 666 5050	Academic Contact: Dr. Lívia Kokas Palicska Faculty Erasmus coordinator Doberdó st 6. H-1034 Budapest kokas.livia@rkk.uni-obuda.hu Tel : +36 1 666 5939 or 5937	http://erasmus.uni-obuda.hu/en/

B. Mobility numbers 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	TO	Subject area code [ISC ED]	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

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

HU BUDAPES16	SI LJUBLJA01	0719	Engineering and engineering trades (Graphical and Digital Media)	1 st 2 nd	2 (x 2) students x 5 months	
SI LJUBLJANA01	HU BUDAPES16	0719	Engineering and engineering trades (Graphical and Digital Media)	1 st 2 nd	2 (x 2) students x 5 months	

* *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	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training *
HU BUDAPES16	SI LJUBLJA01	0719	Engineering and engineering trades (Graphical and Digital Media)	10 days (2 persons x 5 days)	-
			Administrative	-	5 days (1 persons x 5 days)
SI LJUBLJANA01	HU BUDAPES16	0719	Engineering and engineering trades (Graphical and Digital Media)	10 days (2 persons x 5 days)	-
			Administrative	-	5 days (1 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:

Receiving institution	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies	Staff Mobility for Teaching
SI LJUBLJA01		Slovene	English	B1	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

SI LJUBLJANA01:

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:

Receiving institution	Autumn term*	Spring term*
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² 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]	[month]	[month]
SI LJUBLJA01	June	November
HU BUDAPES16	15 May	20 November

- The receiving institution will send its decision within 4 weeks.
- 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.
- 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. 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

SI LJUBLJA01: At Ljubljana University (SI LJUBLJANA01) the grading system varies between 1 (lower) and 10 (highest) with the lowest pass mark being 6. All courses are organized in ECTS credits. A final transcript with the local and ECTS grade is provided to the student.

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
SI LJUBLJA01	Katja.cerjak@uni-lj.si	www.uni-lj.si
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
SI LJUBLJA01	Katja.cerjak@uni-lj.si	www.uni-lj.si
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
SI LJUBLJA01	Katja.cerjak@uni-lj.si	www.uni-lj.si
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 ³
SI LJUBLJANA01	prof. dr. Andrej Demšar, head of department	19 March 2014	
HU BUDAPES16	Mária DUDÁS Director of Centre for International Mobility, (On behalf of Mr. Patkó István, Dean)	14/03/2014	

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

³ Scanned signatures are accepted