



# Erasmus+ Programme

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

## **Inter-institutional agreement 2014-2020** **between programme countries**

**[Minimum requirements]**

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**

<b>Name of the institution</b> (and department, where relevant)	<b>Erasmus code</b>	<b>Contact details</b> (email, phone)	<b>Website</b> (eg. of the course catalogue)
<b>CORVINUS UNIVERSITY OF BUDAPEST</b> Faculty of Food Science	HU BUDAPES03	- Ms. Judit Dán-Csala, Institutional Erasmus Coordinator ( <a href="mailto:erasmus@uni-corvinus.hu">erasmus@uni-corvinus.hu</a> ; +36 1 482 5213)  - Ms. Judit Busne Pap, Faculty Coordinator ( <a href="mailto:buspap@uni-corvinus.hu">buspap@uni-corvinus.hu</a> ; +36 1 482 6556)	general English website: <a href="http://www.uni-corvinus.hu/eng">www.uni-corvinus.hu/eng</a>  course catalogue: <a href="http://corvinus.mobilitymanager.hu/courses">corvinus.mobilitymanager.hu/courses</a>
<b>UNIVERSIDAD DE JAÉN</b>	E JAEN01	M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization ; Phone +34 953 212194 E-mail: <a href="mailto:secrel@ujaen.es">secrel@ujaen.es</a>  Sebastian Bruque; International Mobility Programmes Coordinator ; Phone +34 953 212620 E-mail: <a href="mailto:sbruque@ujaen.es">sbruque@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/academics_home.php">http://www.ujaen.es/serv/vicint/home/academics_home.php</a>

		David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	
[...]			

## B. Mobility numbers<sup>1</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies  [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
E JAEN01	HU BUDAPES03	541	FOOD PROCESSING	1 <sup>st</sup> or 2 <sup>nd</sup> or 3 <sup>rd</sup>	2/12	
HU BUDAPES03	E JAEN01	541	FOOD PROCESSING	1 <sup>st</sup> or 2 <sup>nd</sup> or 3 <sup>rd</sup>	2/12	

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 *

<sup>1</sup> 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>)

E JAEN01	HU BUDAPES03	541	FOOD PROCESSING	7	0
HU BUDAPES03	E JAEN01	541	FOOD PROCESSING	7	0

### 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 <sup>2</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HU BUDAPES03		English	Hungarian	B2	B2
E JAEN01		Spanish	English	Spanish B1; or English B1 for courses taught in English	Spanish B2; or English B2 for courses taught in English

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

The Corvinus University of Budapest welcomes students and staff members with disabilities, however acceptance requires approval (in case of students: during the online nomination period, in case of staff members: when applying).

### E. Calendar

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

Receiving institution	Autumn term* [month]	Spring term* [month]

<sup>2</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]		
HU BUDAPES03	online nomination: April 30 online application: May 5	online nomination: October 31 online application: November 5
E JAEN01	30 June	30 November

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

2. **E JAEN01:** The receiving institution will send its decision within 2 weeks

**HU BUDAPES03:** The Corvinus University of Budapest will send its decision within 2 weeks of the receipt of the nomination / application in case the nominated / applying student cannot be accepted.

3. **E JAEN01:** 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.

**HU BUDAPES03:** 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.

## F. Information

### 1. Grading systems of the institutions

#### **E JAEN01**

Grade in Spanish Academic Records	Definition	Numerical mark	Estimated ECTS Grade	Definition
4	Matrícula de Honor	10	A+	Top Qualification in Class or Subject
3	Sobresaliente	9-10	A	Highest 10%
2	Notable	7.8-9	B	Next 20%
1	Aprobado	5.6-9	C-D	Next 65%
	Suspense	0-4.9	FX-F	Not Pass

#### **HU BUDAPES03**

Corvinus University of Budapest: [www.uni-corvinus.hu/eng](http://www.uni-corvinus.hu/eng) -> Exchanges -> Incoming Students -> ECTS grading

## **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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>HU BUDAPES03</b>	Mr. Gábor Szalai <a href="mailto:intoffice@uni-corvinus.hu">intoffice@uni-corvinus.hu</a> 00-36-1-482-5189	<a href="http://www.uni-corvinus.hu/eng">www.uni-corvinus.hu/eng</a> -> Exchanges -> Incoming Students -> Practical information
<b>E JAEN01</b>	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>

## **3. Insurance**

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>HU BUDAPES03</b>	Mr. Gábor Szalai <a href="mailto:intoffice@uni-corvinus.hu">intoffice@uni-corvinus.hu</a> 00-36-1-482-5189	<a href="http://www.uni-corvinus.hu/eng">www.uni-corvinus.hu/eng</a> -> Exchanges -> Incoming Students -> Practical information
<b>E JAEN01</b>	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</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 [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>HU BUDAPES03</b>	<a href="mailto:housing@esncorvinus.com">housing@esncorvinus.com</a>	<a href="http://corvinus.esn.hu/content/housing">corvinus.esn.hu/content/housing</a>

E JAEN01	David Peñafuerte; International Relations Officer; Phone: +34 953 213479 E-mail: <a href="mailto:dprendon@ujaen.es">dprendon@ujaen.es</a>	<a href="http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en">http://www.ujaen.es/serv/vicint/home/portada.php?idioma=en</a>
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**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

Institution [Erasmus code]	Name, function	Date	Signature <sup>3</sup>
HU BUDAPES03	Dr. Gyula Vatai, Dean of the Faculty of Food Science	14/11/13	 
HU BUDAPES03	Dr. Zoltán Szántó, Vice Rector for Education	18/11/13	 
E JAEN01	The Rector (On his behalf by Resolution of June 9th 2011) Signed: M <sup>a</sup> Victoria López Ramón, Vice-Chancellor of Internationalization	7/11/13	 

<sup>3</sup> Scanned signatures are accepted