



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

**Inter-institutional agreement 2018-2020
between institutions from
Programme and Partner 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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

A. Information about higher education institutions

Full name of the institution / country	Erasmus code or city ¹	Contact details (email, phone)	Website (eg. of the course catalogue)
Ural Federal University named after the first President of Russia B.N.Yeltsin / Russia	Ekaterinburg	a.s.zhilin@urfu.ru Tel: +7 982 629 4509	www.urfu.ru
University of Dunaújváros / Hungary	HU DUNAUJ01	vagoj@uniduna.hu Tel: +36 25 551 288	www.uniduna.hu

¹ Higher Education Institutions (HEI) from Erasmus+ Programme Countries should indicate their Erasmus code while Partner Country HEIs should mention the city where they are located.

B. Mobility numbers 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 or city of the sending institution]	TO [Erasmus code or city 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 *
Ekaterinburg	HU DUNAUJ 01	0715	Mechanics and Metal Work	1 st , 2 nd	2 x 5 months	
		0710	Engineering and Engineering Trades	1 st	1 x 5 months	
		0610	Information and Communication Technologies	1 st	1 x 5 months	
		0410	Business and Administration	1 st	1 x 5 months	
		0211	Audio Visual Techniques and Media Production	1 st	1 x 5 months	

(subject area code & name and study cycle are optional)

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 *
Ekaterinburg	HU DUNAUJ01	0715	Mechanics and Metal Work	1 / 5 days	1 / 5 days
		0710	Engineering and Engineering Trades	1 / 5 days	1 / 5 days
		0610	Information and Communication Technologies	1 / 5 days	1 / 5 days
		0410	Business and Administration	1 / 5 days	1 / 5 days
		0211	Audio Visual Techniques and Media Production	1 / 5 days	1 / 5 days
HU DUNAUJ01	Ekaterinburg		Mechanics and Metal Work	1 / 5 days	1 / 5 days
			Engineering and Engineering Trades	1 / 5 days	1 / 5 days
			Information and Communication Technologies	1 / 5 days	1 / 5 days
			Business and Administration	1 / 5 days	1 / 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 or city]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
HU DUNAUJ01	All mentioned in block "B" for students	English	Hungarian	B2	B2
Ekaterinburg	All mentioned in block "B" for students	English	Russian	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **Programme Country** of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here: https://eacea.ec.europa.eu/erasmus-plus/actions/erasmus-charter_en

The higher education institution(s) located in a **Partner Country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless,

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>

they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **Partner Country** of Erasmus+ further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner Country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organizational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. 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 including cultural preparation before mobility; the recognition tools used]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

F. Calendar

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

Receiving institution [Erasmus code or city]	Autumn term* [month]	Spring term* [month]
Ekaterinburg	1 st June	30 th October
HU DUNAUJ01	1 st June	1 st December

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

2. The receiving institution will send its decision within 3 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 3 weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

4.1 This interinstitutional agreement shall be effective starting from the date of the last signature of the authorised signatories and shall continue for a period of three (3) years.

4.2 This interinstitutional agreement may be renewed or extended under the mutual acceptance of both parties. Once signed, such modifications will be a part of this convention.

4.3 This interinstitutional agreement may be terminated by either party by giving written notice to the other party. *However, 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.*

4.4 This interinstitutional agreement may be terminated without penalty by mutual written agreement between the parties.

4.5 The non-renewal or termination of this agreement and automatic termination referred to in the preceding paragraph shall not affect the programs and projects running.

4.6 The parties must undertake all reasonable precautions to prevent any risk of conflicts of interest, which could affect their impartial and objective performance of the agreement. Such conflict of interest could arise in particular as a result of economic interest, political or national affinity, family or emotional reasons, or any other shared interest.

4.7 Any situation constituting or likely to lead to any such conflict should be brought to the attention of the coordinator without delay, and the beneficiary in cause shall undertake to take all necessary measures to rectify this situation at once.

G. Information

1. Grading systems of the institutions

Ekaterinburg

5=	A	80-100	Excellent	Отлично
4=	B	60-79	Good	Хорошо
3=	C	40-59	Average	Удовлетворительно
2=	D	less than 39	Fail	Неудовлетворительно
1=	E			

University of Dunaújváros

HU DUNAUJ01

<http://www.duf.hu/practical-information/grading-system>

5 =	A	91 - 100 %	excellent	jeles / ötös
4 =	B	81 - 90 %	good	jó / négyes
3 =	C-D	66 - 80 %	average	közepes / hármás
2 =	D-E	51 - 65 %	satisfactory	elégésges / kettes
1 =	F	0 - 50 %	unsatisfactory/ fail	elégtelen / egyes

* Percentages may vary depending on the lecturer and the type of the exam!

ECTS credits:

one semester

one full academic year

30 ECTS credits

60 ECTS credits

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 or city]	Contact details (email, phone)	Website for information
Ekaterinburg	a.s.zhilin@urfu.ru +7(982)629 45 09	http://urfu.ru/en/international/information-for-prospective-international-students/visa-and-enrolment/
HU DUNAUJ01	international@uniduna.duf.hu +36 25 551-288	http://www.uniduna.hu/en/for-partner-institutions

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 or city]	Contact details (email, phone)	Website for information
Ekaterinburg	a.s.zhilin@urfu.ru +7 (982)629 4509	http://urfu.ru/en/current-students/health-services-insurance/
HU DUNAUJ01	international@uniduna.hu +36 25 551-288	http://www.uniduna.hu/en/for-partner-institutions


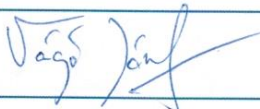
4. Housing

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 or city]	Contact details (email, phone)	Website for information
Ekaterinburg	a.s.zhilin@urfu.ru +7 (982)629 4509	http://www.uniduna.hu/en/partner-institutions
HU DUNAUJ01	international@uniduna.hu +36 25 551-288	http://www.uniduna.hu/student-life/student-hostels-living

H. SIGNATURES OF THE RESPONSIBLE PERSONS FOR THE PROJECT AT INSTITUTIONS

Institution [Erasmus code or name and city]	Name, function	Date	Signature ³
Ekaterinburg	Dr. Aleksandr Zhilin, Associate professor, leading specialist of analytical work at Center of Engineering Education Development	31.07.18	
HU DUNAUJ01	Vago Jozsef, coordinator of international projects	03rd.09. 2018.	

I. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature ⁴
Ekaterinburg	Dr. Victor Koksharov, Rector	20.08.18	
HU DUNAUJ01	Dr. István András Rector	12.09.18	

³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation

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21.02.18

