



Erasmus+ Programme

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

Inter-institutional agreement 2014-20[21]¹ 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 (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Website (eg. of the course catalogue)
University of Zagreb Faculty of Chemical Engineering and Technology	HR ZAGREB 01	<u>Institutional coordinator:</u> Tajana Nikolić (Ms), erasmus.coordinator@unizg.hr , Tel: +385-1-46-98-165 <u>Faculty coordinator:</u> Marko Rogošić (PhD), mrogosic@fkit.hr , Tel. +385-1-45-97-281	http://international.unizg.hr/international_students/exchange_students

¹ Higher Education Institutions have to agree on the period of validity of this agreement

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

University of Pannonia	HU VESZPRE01	Mrs. Judit Lukacs Office of External Affairs Tel +36-88-624753 Fax: +36-88 624008 E-mail erasmus@almos.uni-pannon.hu	University's home page http://www.uni-pannon.hu/tni in English
Erasmus Institutional Coordinator		Dr. Ottó Horváth Institute of Chemistry Tel.: +36-88-624-159 Fax: +36-88-624-548 Email: otto@mk.uni-pannon.hu	
Erasmus Departmental Coordinator			
[...]			

B. Mobility numbers per academic year

The agreement is signed for five academic years, i.e. for the period of ac. year 2014/15 to ac. year 2019/20.

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	Student Mobility for Traineeships *
					[total number of months of the study periods]	
HU VESZPRE01	HR ZAGREB 01	06.3	Chemical Engineering	1 st , 2 nd , 3 rd	30 (6 students x 5 months)	/
		442	Chemistry ERA-13.3	1 st , 2 nd , 3 rd	30 (6 students x 5 months)	/
HR ZAGREB 01	HU VESZPRE01	06.3	Chemical Engineering	1 st , 2 nd , 3 rd	30 (6 students x 5 months)	/
		442	Chemistry ERA-13.3	1 st , 2 nd , 3 rd	30 (6 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 [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 <i>[total number of days of teaching periods]</i>	Staff Mobility for Training *
HU VESZPRE01	HR ZAGREB 01	06.3	Chemical Engineering	20 days (4 persons x 5 days)	
		442	Chemistry ERA-13.3	20 days (4 persons x 5 days)	
HR ZAGREB 01	HU VESZPRE01	06.3	Chemical Engineering	20 days (4 persons x 5 days)	
		442	Chemistry ERA-13.3	20 days (4 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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ³	
				Student Mobility for Studies	Staff Mobility for Teaching
HR ZAGREB 01		Croatian	English	B2	B2
HU VESZPRE01		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]*.

³ 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>

D. Additional requirements

HR ZAGREB01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@unizg.hr

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR ZAGREB01:	10 May	10 November
HU VESZPRE01	30. May	10. November

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

HU VESZPRE01: The admission decision will be made by the faculties by the end of June (autumn semester and full year admission) / end of December (spring semester admission) and the students and the coordinators will be informed directly by email.

Each student should ask for an official Transcript of Records personally at the Directorate of Academic Affairs always in the end of the exchange period. If some of the courses are at that time not recorded in the transcript, the final version will be sent to the student or to the home university within one month from the end of the semester. In this case, student should inform the Faculty International Coordinator about the missing courses and contact information.

The receiving institution will send its decision within 8 weeks.

3. 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.
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. 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

HR ZAGREB 01:

http://international.unizg.hr/international_students/exchange_students/academic_information

HU VESZPRE01: the numeric scale used is from 5 (excellent) to 1 (insufficient/fail). Please note that some courses are accomplished only on a pass/fail basis without any further grading.

- 5 - Excellent
- 4 - Good
- 3 - Satisfactory
- 2 - Sufficient
- 1 - Insufficient/Fail

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
HR ZAGREB01	incoming@unizg.hr , 00385 (0)1 4698105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb
HU VESZPRE01	Office of Immigration and Nationality Regional Directorate of Central Transdanubia 8200 Veszprém, Megyeház tér 2. Tel: +36/88/580-756	http://www.bmbah.hu/a_bah_ismertetese.php

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
HR ZAGREB01	incoming@unizg.hr , 00385 (0)1 4698105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb
HU VESZPRE01	Veszprém Megyei Csolnoky Ferenc Kórház (kórház = hospital)	http://www.vmkorhaz.hu

Veszprém, Kórház u. 1, Tel: +36/88/556-000, +36/88/556-100

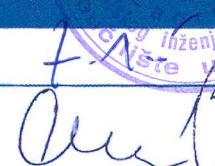
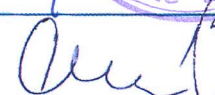
4. Housing

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
HR ZAGREB01	vlado.levak@sczg.hr	http://international.unizg.hr/international_students/exchange_students/student_services/housing
HU VESZPRE01	H-8200 Veszprém, József Attila u. 34/ 2. Tel: +36/88 623 000 Fax: +36/88 623 009 E-mail: info@hotelmagister.hu	http://www.hotelmagister.hu/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
HR ZAGREB 01	Prof. Bruno Zelić, Dean*		
HU VESZPRE01	Head of the Office of External Affairs Dr. Ildikó Hortobágyi Tel.: +36 88 623835 E-mail: ildiko@almos.vein.hu	17/10/2013	

* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty

⁴ Scanned signatures are accepted