# Erasmus+ Programme

**Inter-institutional agreement 2015-2021**

*Higher Education Student and Staff Mobility—Mobility for learners and staff—*

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This Inter-institutional agreement will come into effect only in the event that both institutions are holders of valid Erasmus Charter for Higher Education (ECHE) for the period mentioned above and they commit to respect the quality requirements of ECHE in all aspects related to the organisation and management of the mobility. If the Erasmus+ programme sets extra criteria this Agreement will be reviewed.

## A. Information about higher education institutions

<table>
<thead>
<tr>
<th>Name of the institution</th>
<th>Erasmus code</th>
<th>Contact details(^1) (Name, E-mail, Phone)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CHARLES UNIVERSITY IN PRAGUE</strong></td>
<td></td>
<td><strong>Institutional Coordinator:</strong></td>
</tr>
<tr>
<td>Faculty of Science</td>
<td></td>
<td>RNDr. Dagmar Chalupová, Ph.D.</td>
</tr>
<tr>
<td>Albertov 6</td>
<td>CZ PRAHA07</td>
<td><a href="mailto:erasmus@natur.cuni.cz">erasmus@natur.cuni.cz</a></td>
</tr>
<tr>
<td>Prague 2</td>
<td></td>
<td>T/F: +42 0221951166</td>
</tr>
<tr>
<td>12801, Czech Republic</td>
<td></td>
<td><strong>Departmental Coordinator:</strong></td>
</tr>
</tbody>
</table>
<pre><code>                                                             | Mgr. Zdeněk Janovský, Ph.D.               |
</code></pre>
<p>|                                              |              | <a href="mailto:zdenek.janovsky@natur.cuni.cz">zdenek.janovsky@natur.cuni.cz</a>             |
|                                              |              | T: +42 0221951653                         |
|                                              |              | F: +42 0221951645                         |
| <strong>EÖTVÖS LORÁND UNIVERSITY (ELTE)</strong>          | HU BUDAPES01 | <strong>Institutional Erasmus coordinator:</strong>    |
| Faculty of Sciences                          |              | Ms Enikő Kantárné Acsai                   |
| Pázmány P. stn. 1/A                          |              | E-mail: <a href="mailto:Erasmus@elte.hu">Erasmus@elte.hu</a>                   |
| H-1117 Budapest, Hungary                     |              | Tel: +36 1411 6543                        |
|                                              |              | <strong>Faculty Erasmus coordinator:</strong>          |
|                                              |              | Ms. Mária Demeter                         |
|                                              |              | E-mail: <a href="mailto:demetermaria@teo.elte.hu">demetermaria@teo.elte.hu</a>          |
|                                              |              | Tel.: +36 1372 2695                       |
|                                              |              | <strong>Departmental coordinator:</strong>              |
|                                              |              | Dr. István Parádi                        |
|                                              |              | E-mail: <a href="mailto:istvan.paradi@ttk.elte.hu">istvan.paradi@ttk.elte.hu</a>         |
|                                              |              | Tel: +36 1372 2500 ext.8618               |</p>

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\(^1\) Contact details to reach the senior officer in charge of this agreement and of its possible updates.
### B. Mobility numbers per academic year

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>Subject area ISCED</th>
<th>Subject area name ISCED</th>
<th>Study cycle</th>
<th>Total Number of students/Total number of months</th>
<th>SMS²</th>
<th>SMT³</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td>HU BUDAPES01</td>
<td>421</td>
<td>Biology</td>
<td>1&lt;sup&gt;st&lt;/sup&gt;, 2&lt;sup&gt;nd&lt;/sup&gt;, 3&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>1/6</td>
<td>1/3, Only by Individual agreement</td>
<td></td>
</tr>
<tr>
<td>HU BUDAPES01</td>
<td>CZ PRAHA07</td>
<td>421</td>
<td>Biology</td>
<td>1&lt;sup&gt;st&lt;/sup&gt;, 2&lt;sup&gt;nd&lt;/sup&gt;, 3&lt;sup&gt;rd&lt;/sup&gt;</td>
<td>1/6</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>Subject area ISCED</th>
<th>Subject area name ISCED</th>
<th>Total Number of staff mobility/Total number of days</th>
<th>STA⁴</th>
<th>STT⁵</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td>HU BUDAPES01</td>
<td>421</td>
<td>Biology</td>
<td>2/14 (min. 2 days)</td>
<td>2/14</td>
<td></td>
</tr>
<tr>
<td>HU BUDAPES01</td>
<td>CZ PRAHA07</td>
<td>421</td>
<td>Biology</td>
<td>2/14 (min. 2 days)</td>
<td>2/14</td>
<td></td>
</tr>
</tbody>
</table>

### 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:

<table>
<thead>
<tr>
<th>Receiving institution</th>
<th>Optional Subject area ISCED</th>
<th>Language of instruction 1</th>
<th>Language of instruction 2</th>
<th>Recommended language of instruction level</th>
<th>Student Mobility for Studies</th>
<th>Staff Mobility for Teaching</th>
</tr>
</thead>
</table>

### Additional requirements

**HU BUDAPES01:**
- Incoming students receive minimum 20 credits in their subject area. Students are also allowed to take courses in other study fields to a maximum of 10 credits. (A maximum of 30 credits can be received for the courses taken.)
- Selection process: the partner university is kindly requested to ensure that the language proficiency of the outgoing student(s) is a minimum B2.
- Services for incoming students:
  - Orientation Day is organized for international students each semester where students get information about the university in general, administrative issues, student activities, the

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² Student Mobility for Studies
³ Student Mobility for Traineeship
⁴ Staff Mobility for Teaching
⁵ Staff Mobility for Training
Hungarian language course, and other services. The integration of incoming students is fostered also in the areas of education and social life.

- The ESN mentor system ensures the acculturization of foreign students by organizing a series of cultural and leisure activities.
- Hungarian language (and culture) courses are offered for incoming students in the frame of Summer University programmes as well as regular courses during the semesters (http://www.elte.hu/en/language_courses)
- For the implementation of STA/STT-mobilities, a letter of invitation – issued by an ELTE contact person – is required.

D. Calendar

1. Student nomination/application deadlines:

<table>
<thead>
<tr>
<th>Receiving Institution</th>
<th>Winter term(^6) [month]</th>
<th>Summer term(^7) [month]</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td>June 15(^{th})</td>
<td>October 31(^{st})</td>
</tr>
<tr>
<td>HU BUDAPES01</td>
<td>Nomination deadline: May 10(^{th}); Application deadline for incoming students: May 30(^{th});</td>
<td>Nomination deadline: November 10(^{th}); Application deadline for incoming students: November 30(^{th});</td>
</tr>
</tbody>
</table>

2. The receiving institutions will send their decisions within 6-8 weeks after deadline.
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 this Agreement or Changes in the data set above can be amended annually, if communicated before January 1\(^{st}\). Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

E. Information

<table>
<thead>
<tr>
<th>CZ PRAHA07</th>
<th>HU BUDAPES01</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact details</td>
<td><a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710</td>
</tr>
<tr>
<td>Contact details</td>
<td><a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710</td>
</tr>
</tbody>
</table>

\(^{6}\) To be adapted in case of a trimester system.
\(^{7}\) To be adapted in case of a trimester system.
\(^{8}\) The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.
\(^{9}\) 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 ECHE.
### WWW Insurance Information

**Contact details**
- [erasmus@ruk.cuni.cz](mailto:erasmus@ruk.cuni.cz)
- +420 224 491 710

**ECTS Users’ Guide**

**WWW Students and Staff with Disabilities**

**Contact details**
- erasmus@ruk.cuni.cz
- +420 224 491 310

See at 1st page

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### F. SIGNATURES OF THE INSTITUTIONS (legal representatives)

<table>
<thead>
<tr>
<th>Institution</th>
<th>Name function</th>
<th>Date</th>
<th>Signature Seal or Stamp</th>
</tr>
</thead>
<tbody>
<tr>
<td>CZ PRAHA07</td>
<td>RNDr. Dagmar Chalupová, Ph.D. ERASMUS Faculty Coordinator</td>
<td>15.12.2015</td>
<td>ERASMUS 6, 128 43 Prague 2 UK - 156</td>
</tr>
<tr>
<td>HU BUDAPES01</td>
<td>Prof. Gábor Erdődy Vice-rector for International Affairs</td>
<td>21/12/2015</td>
<td>[Signature Image]</td>
</tr>
</tbody>
</table>

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10 The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.

11 Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users’ guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

12 Scanned signatures, seals and stamps are accepted.
Eötvös Loránd University
HU BUDAPEST

Data Sheet

Name of Institution
Eötvös Loránd University

Erasmus code of Institution
HU BUDAPEST

Erasmus University Charter number
45677-IC-1-2007-1-HU-ERASMUS-EUCX-1 (extended)

Webpage of Institution
http://www.elte.hu/en

Erasmus webpage
http://www.elte.hu/en/erasmus

Facebook
https://www.facebook.com/elteinternational

Institutional Erasmus Coordinator
Ms. Ágnes Székely

Address, phone, fax, e-mail
Eötvös Loránd University, Rector’s Office,
Department of International Education and Mobility
H – 1056 Budapest, Szerb utca 21-23.
Phone: +36-1-411-6543; Fax: +36-1-411-6538
E-mail: erasmus@elte.hu

Nomination

Application submission

Academic calendar

Autumn semester
Nomination and application deadline
Registration week
Academic year, autumn semester (from – till)
Examination period
Nomination deadline: 10th May; Application deadline: 30th May
A week before classes start (usually first week of September)
1st-10th September (usually second week of September) - 15th December
until the beginning of February

Spring semester
Nomination and application deadline
Registration week
Academic year, spring semester (from – till)
Examination period
Nomination deadline: 10th November; Application deadline: 30th November
A week before classes start (usually first week of February)
3rd-5th February (usually second week of February) - 15th May
until the beginning of July

Course catalogue
http://www.elte.hu/en/courses

Language requirement
Attending courses in English requires at least intermediate knowledge of English (B2)

Orientation day for incoming students
September/February (more at: http://www.elte.hu/en/orientation)
### Guide for incoming students
http://www.elte.hu/en/erasmusguide

### Information about Hungary and Budapest
- Information about Hungary: http://www.elte.hu/en/about_hungary
- Information about Budapest: http://www.elte.hu/en/about_budapest

### Housing
- Housing Office: housing@elte.hu
- Application deadline for housing:
  - for autumn semester: 1st July
  - for spring semester: 10th December

### Visa information for EEA and Non-EEA students
- Visa information for EEA and Non-EEA students: http://www.elte.hu/en/visa

### Health insurance
- Minimum requirement for incoming students: European Health Insurance Card

### ECTS Information
- ECTS information and grading system at ELTE: http://www.elte.hu/en/ects

### Students with disabilities
- Information: http://www.elte.hu/en/disabilities

### Living costs
- Expenses:
  - Accommodation: 100 – 400 €/month
  - Public transportation (for 30 days): 3,850 HUF
  - Meals/30 days: 40,000 – 60,000 HUF

### Language courses
- Hungarian language course:
  - Duration: 1x2, or 2x2 hours/week
  - Registration fee and cost: free for Erasmus students
  - Registration form: http://www.elte.hu/en/language_courses
  - E-mail address of coordinator: hungarian_course@elte.hu

- English language course:
  - Registration form: http://www.elte.hu/en/language_courses

### Mentor system
- Name and e-mail address of coordinator for mentor-system:
  - Mr. Tamás SOPRONI:
    -President@elte.esn.hu, http://elte.esn.hu

### Minimum requirement for outgoing students
- 20-25 ECTS per semester
### List of contact people

**Central International Office:**
**Rector's Office, Department of International Education and Mobility**

- Head of the Department: Mr. Márton BÉLIK  
  e-mail: iro@elte.hu
- Institutional Erasmus coordinator: Mrs. Ágnes SZÉKELY  
  e-mail: erasmus@elte.hu
- Szerb utca 21-23, 1056 Budapest, Hungary  
  Tel: +36-1-485-5246, Fax: +36-1-485-5282,

**International Officess of the Faculties**

#### Faculty of Education and Psychology

- Ms. Nóra GAÁL  
  e-mail: erasmus@ppk.elte.hu
- www.ppk.elte.hu
- Kazinczy utca 23-27, 1075 Budapest, Hungary  
  Tel: +36-1-461-4592, Fax: +36-1-461-4528

  **Field of study:**
  - 05.0 Education, Teacher training  
  - 14.4 Psychology  
  - 05.5 Adult Education  
  - 16.10 Physical Education, Sport Science

#### Faculty of Humanities

- Mr. Sándor BALACI  
  e-mail: balaci.sandor@btk.elte.hu
- www.btk.elte.hu
- Múzeum körút 4/A, 1088 Budapest, Hungary  
  Tel, fax: +36-1-485-5200/5493

  **Fields of study:**
  - 03.6 History of Art  
  - 08.1 Philosophy  
  - 08.3 History  
  - 08.4 Archeology  
  - 09.0 Languages & Philological Sciences  
  - 15.0 Communication & Journalism

#### Faculty of Informatics

- Ms. Anikó Csizmazia  
  e-mail: erasmus@inf.elte.hu
- www.inf.elte.hu/erasmus_student_mobility
- Pázmány Péter sétány 1/C, 1117 Budapest, Hungary  
  Tel: +36-1-381-2299, Fax: +36-1-381-2236

  **Fields of study:**
  - 07.6 Cartography on Master level  
  - 11.3 Informatics, Computer Science

#### Faculty of Law

- Incoming Students: Ms. Mariann BOTLIK-MOLNÁR  
  e-mail: botlikmolnar@ajk.elte.hu
- www.ajk.elte.hu/en
- Kecskeméti utca 10-12, 1053 Budapest, Hungary  
  Tel: +36-1-483-8000/4628 (ext.), Fax: +36-1-483-8018

  Bilateral Agreements: Ms. Andrea ROBOTKA  
  e-mail: international@ajk.elte.hu; erasmus@ajk.elte.hu
- Kecskeméti utca 10-12, 1053 Budapest, Hungary  
  Tel: +36-1-483-8019, Fax: +36-1-483-8018

  **Field of study:**
  - 10.0 Law

#### Faculty of Primary and Pre-School Education

- Ms. Andrea SERES, Ms. Ildikó ROMANOCZKY  
  e-mail: palyazati@tok.elte.hu
- www.tok.elte.hu/node/30
- Kiss János altábornagy utca 40, 1126 Budapest, Hungary  
  Tel: +36-1-487-8111, Fax: +36-1-487-8196

  **Field of study:**
  - 05.0 Education, Teacher Training
Faculty of Science
Ms. Mária DEMETER
e-mail: demetermaria@teo.elte.hu
http://ttk.elte.hu
Pázmány Péter sétány 1/A, 1117 Budapest, Hungary
Tel: +36-1-411-6500/6095; Fax: +36-1-372-2604

Fields of study:
07.1 Geography
07.2 Environmental Science, Ecology
07.3 Geology
07.6 Geography
07.6 Cartography on bachelor level
07.7 Meteorology
11.1 Mathematics
13.1 Biology
13.2 Physics
13.3 Chemistry
13.4 Microbiology
13.6 Biochemistry
13.7 Astronomy, Astrophysics

Faculty of Social Sciences
Ms. Julianna GYÖRKE
e-mail: julia.gyorke@tatk.elte.hu
www.tatk.elte.hu
Pázmány Péter sétány 1/A, 1117 Budapest, Hungary
Tel: +36-1-411-6500/6779; Fax: +36-1-372-2912

Fields of study:
14.1 Political Science
14.2 Sociology
14.3 Economics
14.4 Social Work
14.6 International Relations
14.7 Anthropology

Faculty of Special Education
Ms. Vanda KATONA
e-mail: erasmus@barczi.elte.hu
www.barczi.elte.hu / Erasmus
H-1476 Budapest 100, POB 127. Hungary
Tel: +36-1-358-5503; Fax: +36-1-348-3180

Field of study:
05.6 Special Education

University Student’s Union
Vice President for International Relations
Mr. Tamás SOPRONI
kulugy@ehok.elte.hu
http://kulugy.ehok.elte.hu/foreign/
Gerlőczy utca 11. 1055 Budapest, Hungary
Tel: +36-1-381-2355