



## Erasmus<sup>+</sup> 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<sup>+</sup> 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<sup>+</sup> programme sets extra criteria this Agreement will be reviewed.

#### A. Information about higher education institutions

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

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

## B. Mobility numbers per academic year

FROM	TO	Subject area ISCED	Subject area name ISCED	Study cycle	Total Number of students/Total number of months	
					SMS <sup>2</sup>	SMT <sup>3</sup>
CZ PRAHA07	HU BUDAPES01	421	Biology	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	1/6	1/3, Only by individual agreement
HU BUDAPES01	CZ PRAHA07	421	Biology	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	1/6	Only by individual agreement 1/3

FROM	TO	Subject area ISCED	Subject area name ISCED	Total Number of staff mobility/Total number of days	
				STA <sup>4</sup>	STT <sup>5</sup>
CZ PRAHA07	HU BUDAPES01	421	Biology	2/14 (min. 2 days)	2/14 (min. 2 days)
HU BUDAPES01	CZ PRAHA07	421	Biology	2/14 (min. 2 days)	2/14 (min. 2 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 ISCED	Language of Instruction 1	Language of Instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
CZ PRAHA07		English	Czech	B2	B2
HU BUDAPES01		Hungarian	English	B2	B2

## 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

<sup>2</sup> Student Mobility for Studies

<sup>3</sup> Student Mobility for Traineeship

<sup>4</sup> Staff Mobility for Teaching

<sup>5</sup> Staff Mobility for Training

- o Hungarian language course, and other services. The integration of incoming students is fostered also in the areas of education and social life.
  - o The ESN mentor system ensures the acculturation of foreign students by organizing a series of cultural and leisure activities.
  - o 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](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:

Receiving Institution	Winter term <sup>6</sup> [month]	Summer term <sup>7</sup> [month]
CZ PRAHA07	June 15 <sup>th</sup>	October 31 <sup>st</sup>
HU BUDAPES01	Nomination deadline: May 10 <sup>th</sup> ; Application deadline for incoming students: May 30 <sup>th</sup>	Nomination deadline: November 10 <sup>th</sup> ; Application deadline for incoming students: November 30 <sup>th</sup>

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<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

## E. Information

	CZ PRAHA07	HU BUDAPES01
WWW for Incoming Students	<a href="http://www.cuni.cz/UK-928.html">http://www.cuni.cz/UK-928.html</a>	<a href="http://www.elte.hu/en/erasmus">http://www.elte.hu/en/erasmus</a> <a href="http://www.elte.hu/en/practical">http://www.elte.hu/en/practical</a>
WWW Course Catalogue	<a href="http://www.cuni.cz/UK-2047.html">http://www.cuni.cz/UK-2047.html</a>	<a href="http://bio.elte.hu/Oktat/MSc/okt_MSc.html">http://bio.elte.hu/Oktat/MSc/okt_MSc.html</a>
Housing <sup>8</sup>	<a href="http://www.cuni.cz/UK-2073.html">http://www.cuni.cz/UK-2073.html</a>	<a href="http://www.elte.hu/en/housing">http://www.elte.hu/en/housing</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	<a href="mailto:housing@elte.hu">housing@elte.hu</a>
WWW Visa Information <sup>9</sup>	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>	<a href="http://www.elte.hu/en/visa">http://www.elte.hu/en/visa</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	

<sup>6</sup> To be adapted in case of a trimester system.

<sup>7</sup> To be adapted in case of a trimester system.

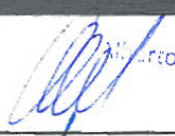

<sup>8</sup> The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.

<sup>9</sup> 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 <sup>10</sup>	<a href="http://www.cuni.cz/UK-2045.html">http://www.cuni.cz/UK-2045.html</a>	<a href="http://www.elte.hu/en/healthinsurance">http://www.elte.hu/en/healthinsurance</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 710	
ECTS Users' Guide <sup>11</sup>	<a href="http://is.cuni.cz/studium/eng/predmety/index.php">http://is.cuni.cz/studium/eng/predmety/index.php</a>	<a href="http://www.elte.hu/en/ects">http://www.elte.hu/en/ects</a>
WWW Students and Staff with Disabilities	<a href="http://www.cuni.cz/UK-2049.html">http://www.cuni.cz/UK-2049.html</a>	<a href="http://www.elte.hu/en/disabilities">http://www.elte.hu/en/disabilities</a>
Contact details	<a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> +420 224 491 310	See at 1 <sup>st</sup> page

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

Institution	Name function	Date	Signature Seal or Stamp <sup>12</sup>
<b>CZ PRAHA07</b>	<b>RNDr. Dagmar Chalupová, Ph.D.</b> ERASMUS Faculty Coordinator	<b>15.12.2015</b>	 ERASMUS Prague 6, 128 43 Prague 2 UK - 156
<b>HU BUDAPEST01</b>	<b>Prof. Gábor Erdődy</b> Vice-rector for International Affairs	<i>21/12/2015.</i>	

<sup>10</sup> 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.

<sup>11</sup> 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.

<sup>12</sup> Scanned signatures, seals and stamps are accepted



## Eötvös Loránd University HU BUDAPEST01



### Data Sheet

<b>Name of Institution</b>	Eötvös Loránd University
<b>Erasmus code of Institution</b>	HU BUDAPEST01
<b>Erasmus University Charter number</b>	45677-IC-1-2007-1-HU-ERASMUS-EUCX-1 (extended)
<b>Webpage of Institution</b>	<a href="http://www.elte.hu/en">http://www.elte.hu/en</a>
<b>Erasmus webpage</b>	<a href="http://www.elte.hu/en/erasmus">http://www.elte.hu/en/erasmus</a>
<b>Facebook</b>	<a href="https://www.facebook.com/elteinternational">https://www.facebook.com/elteinternational</a>
<b>Institutional Erasmus Coordinator</b>	Ms. Ágnes Székely
<b>Address, phone, fax, e-mail</b>	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: <a href="mailto:erasmus@elte.hu">erasmus@elte.hu</a>

### Nomination

Nomination have to be sent by the Erasmus coordinator of the Home University by email to [erasmus@elte.hu](mailto:erasmus@elte.hu) or directly to the relevant Faculty Erasmus coordinator (see the list at the 3rd and 4th pages)

Necessary information for nomination: sending University name and Erasmus code, name and personal data of nominated student(s), field of study, academic year and semester (autumn or spring), number of Erasmus months

### Application submission

<https://registration.elte.hu/> - except students of Faculty of Humanities, in this case please contact Mr. Sándor Balaci at [balaci.sandor@btk.elte.hu](mailto:balaci.sandor@btk.elte.hu)

Forms necessary for acceptance are Application form and Learning Agreement

### 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  
Information about Budapest

[http://www.elte.hu/en/about\\_hungary](http://www.elte.hu/en/about_hungary)  
[http://www.elte.hu/en/about\\_budapest](http://www.elte.hu/en/about_budapest)

## Housing

Housing Office  
Application deadline for housing

[housing@elte.hu](mailto:housing@elte.hu)  
for the 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  
More information: <http://www.elte.hu/en/healthinsurance>

## 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  
(1€ = ca. 290 HUF)

Accommodation: 100 – 400 €/month  
Public transportation (for 30 days): 3,850 HUF  
Meals/30 day: 40,000 – 60,000 HUF

## Language courses

### Hungarian language course

Registration fee and cost  
Registration form  
E-mail address of coordinator

1x2, or 2x2 hours/week  
free for Erasmus students  
[http://www.elte.hu/en/language\\_courses](http://www.elte.hu/en/language_courses)  
[hungarian\\_course@elte.hu](mailto:hungarian_course@elte.hu)

### English language course

More information  
Registration form

Centre for Foreign Languages of Eötvös Loránd University University offers English language courses for incoming students. Course fee depends on the number of language classes and the number of students in a group (800 – 1,000 HUF/hour).  
Mr. László Kécskefalvi: [klaszlo@itk.hu](mailto:klaszlo@itk.hu)  
[http://www.elte.hu/en/language\\_courses](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](mailto: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

[www.elte.hu/en/erasmus](http://www.elte.hu/en/erasmus)

Head of the Department: Mr. Márton BÉLIK  
e-mail: [iro@elte.hu](mailto:iro@elte.hu)

Institutional Erasmus coordinator: Mrs. Ágnes SZÉKELY  
e-mail: [erasmus@elte.hu](mailto:erasmus@elte.hu)  
Szerb utca 21-23, 1056 Budapest, Hungary  
Tel: +36-1-485-5246, Fax: +36-1-485-5282,

## International Offices of the Faculties

### Faculty of Education and Psychology

[www.ppk.elte.hu](http://www.ppk.elte.hu)

Ms. Nóra GAÁL  
e-mail: [erasmus@ppk.elte.hu](mailto:erasmus@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

[www.btk.elte.hu](http://www.btk.elte.hu)

Mr. Sándor BALACI  
e-mail: [balaci.sandor@btk.elte.hu](mailto:balaci.sandor@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

[www.inf.elte.hu/erasmus\\_student\\_mobility](http://www.inf.elte.hu/erasmus_student_mobility)

Ms. Anikó Csizmazia  
e-mail: [erasmus@inf.elte.hu](mailto:erasmus@inf.elte.hu)  
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

[www.ajk.elte.hu/en](http://www.ajk.elte.hu/en)

Incoming Students: Ms. Mariann BOTLIK-MOLNÁR  
e-mail: [botlikmolnar@ajk.elte.hu](mailto:botlikmolnar@ajk.elte.hu)  
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](mailto:international@ajk.elte.hu); [erasmus@ajk.elte.hu](mailto: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

[www.tok.elte.hu/node/30](http://www.tok.elte.hu/node/30)

Ms. Andrea SERES, Ms. Ildikó ROMANOCZKY  
e-mail: [palyazati@tok.elte.hu](mailto:palyazati@tok.elte.hu)  
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*

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**Faculty of Science**

<http://ttk.elte.hu>

Ms. Mária DEMETER  
e-mail: [demetermaria@teo.elte.hu](mailto:demetermaria@teo.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

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**Faculty of Social Sciences**

[www.tatk.elte.hu](http://www.tatk.elte.hu)

Ms. Julianna GYÖRKE  
e-mail: [julia.gyorke@tatk.elte.hu](mailto:julia.gyorke@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	14.5 Social Work
14.6 International Relations	14.7 Anthropology

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**Faculty of Special Education**

[www.barczi.elte.hu](http://www.barczi.elte.hu) / Erasmus

Ms. Vanda KATONA  
e-mail: [erasmus@barczi.elte.hu](mailto:erasmus@barczi.elte.hu)  
H-1476 Budapest 100, POB 127. Hungary  
Tel: +36-1-358-5503; Fax: +36-1-348-3180

*Field of study:*

05.6 Special Education

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**University Student's Union  
Vice President for International Relations**

<http://kulugy.ehok.elte.hu/foreign/>

Mr. Tamás SOPRONI  
[kulugy@ehok.elte.hu](mailto:kulugy@ehok.elte.hu)  
Gerlőczy utca 11. 1055 Budapest, Hungary  
Tel: +36-1-381-2355