



Erasmus+ Programme

Bilateral Inter-Institutional Agreement

Key Action 1 Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

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The institutions 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, including [automatic recognition](#) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Validity period of the agreement

Timeframe	Academic Year*
Start of validity	[2022/2023]
End of validity	[2027/2028]

¹ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ² (email, phone)	Websites (General/Faculties/ Course catalogue)
Budapest University of Technology and Economics	HU BUDAPES 02	Adam Bajusz, ERASMUS+ coordinator, Phone: +36 1 463 1622, Fax: +36 1 463 2550, Müegyetem rkp. 7-9, H-1111 Budapest, Email: erasmus@ bme.hu; http://www.kth.bme.hu/en/	
Technical University of Liberec	CZ LIBEREC01	Erasmus Coordinator: Viera Huličková Studentská 2, 461 17 Liberec Czech Republic. erasmus@tul.cz Faculty Coordinator FS: Marcela Válková marcela.valkova@tul.cz +420 48 535 3246 Faculty Coordinator FP: Daniela Bímová daniela.bimova@tul.cz +420 48 535 2808	http://www.tul.cz/en

B. Mobility numbers³ per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subj ect area code (optio nal)* [ISCE D]	Field of education – Clarification (optional)	Stud y cycl e [short cycle, 1 st , 2 nd or 3 rd] (optio nal)*	Number of student mobility periods	
					Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]
CZ LIBEREC01	HU BUDAPES02	0711	Bioengineering	1, 2	2	10 (2 students x 5 months)
		071	Mechanical Engineering	1,2,3	2	10 (2 students x 5 months)

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

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*:

<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>)

HU BUDAPES02	CZ LIBEREC01	0711	Bioengineering	1, 2	2	10 (2 students*5 months)
		0715	Mechanical Engineering	1,2,3	2	10 (2 students*5 months)

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Number of staff mobility periods Staff Mobility for Teaching <i>[total number of staff]</i>
HU BUDAPES02	CZ LIBEREC01	0710	4persons*5days
CZ LIBEREC01	HU BUDAPES02	0710	4persons*5days

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 level⁴	
				Student Mobility for Studies <i>[Minimum recommended level: B1]</i>	Staff Mobility for Teaching <i>[Minimum recommended level: B2]</i>
HU BUDAPES02	any	English	Hungarian	B2 EN	B2 EN
CZ LIBEREC01		English	Czech	B1	B2

⁴ 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. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
HU BUDAPES02	https://kth.bme.hu/en/for-students/study-programmes/exchange-and-semester-abroad-students/	
CZ LIBEREC01	30 th June (30 th May if the student needs a Visa)	30 th November (30 th October if the student needs a Visa)

Applications from incoming students must reach the institution by:

Receiving institution [Erasmus code]	Autumn term* [day/month]	Spring term* [day/month]
HU BUDAPES02	May 15th	November 30th
CZ LIBEREC01	30 th June (30 th May if the student needs a Visa)	30 th November (30 th October if the student needs a Visa)

Application procedure for incoming students

Receiving institution [Erasmus code]	Contact details (email, phone)	Website for information
HU BUDAPES02	incoming@bme.hu	
CZ LIBEREC01	https://www.tul.cz/en/erasmus-2/incoming-students/	https://www.tul.cz/en/erasmus-2/incoming-students/

E. Additional requirements

Receiving institution [Erasmus code]	Requirement	Details	Website for information (if applicable)
HU BUDAPES02	https://kth.bme.hu/en/for-students/study-programmes/exchange-and-semester-abroad-students/erasmus_and_other_exchange/		
CZ LIBEREC01	List of ECTS Coordinators and Course Catalogue: http://www.tul.cz/en/erasmus/incoming-international-students/course-catalogue https://www.tul.cz/en/erasmus-2/		

The receiving institution will send its decision within [x] weeks, **and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

Receiving institution [Erasmus code]	Available infrastructure adjusted for people with:	Description of infrastructure (optional)	Contact details (email, phone)	Website for information
HU BUDAPES02	https://hszi.bme.hu/en/			
CZ LIBEREC01	Special needs		erasmus@tul.cz	The facilities of the university are accessible for handicapped persons. There is also a centre for guidance and support: http://apc.tul.cz/

F. Information

1. 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
HU BUDAPES02	board@bme.esn.hu	www.esn.bme.hu
CZ LIBEREC01	erasmus@tul.cz	Accommodation is booked at Harcov Residence Halls by TU Liberec Erasmus Office upon acceptance of the student. There is no need to send a special application form or to register. To inform about the time of arrival: us.koleje@tul.cz

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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
HU BUDAPES02	incoming@bme.hu	
CZ LIBEREC01	erasmus@tul.cz	<p>Participants will be provided with all the necessary documents for the visa process by the TUL Erasmus+ office erasmus@tul.cz. Acceptance letters in Czech and English will be sent to the International Office of the students' home university together with the signed Learning Agreement, as well as the accommodation contract called „Smlouva o smlouvě budoucí“. These documents state the dates of the beginning and the end of the semester according to the TUL academic calendar, or the beginning and the end dates of the traineeship.</p> <p>https://www.tul.cz/en/erasmus-2/incoming-students/</p> <p>http://www.mvcr.cz/mvcren/article/a-visa-for-a-stay-of-over-90-days-long-term.aspx</p>

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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
HU BUDAPES02	incoming@bme.hu	
CZ LIBEREC01	<p>We accept EU health insurance card, students with non-EU nationality should show their insurance contract at arrival.</p> <p>https://www.tul.cz/en/erasmus-2/incoming-students/</p> <p>https://cizinci.pvzp.cz/Controllers/FormSteps/ WebHiffPvzpEn_Step1.php?pid=20577935</p>	

4. Additional information

Receiving institution [Erasmus code]	Information on recognition process /	Contact details (email, phone)	Website for information
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other useful information:			
HU BUDAPES02	https://kth.bme.hu/en/for-students/study-programmes/exchange-and-semester-abroad-students/		
CZ LIBEREC01	Academic calendar		Winter Semester: Beginning of OCTOBER – Mid FEBRUARY Summer Semester: Mid FEBRUARY – End of JUNE https://www.tul.cz/en/erasmus-2/incoming-students/

HU BUDAPES02: Transcript of Records will be issued by the receiving institution no later than [xx] weeks after the assessment period has finished at the receiving HEI.

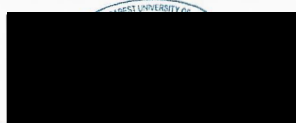
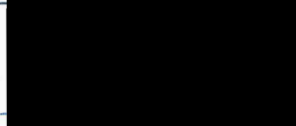
CZ LIBEREC01: *Transcript of Records* will be issued by the respective Faculty at TU Liberec before the departure of the student.

Termination of the agreement

In the event of unilateral termination to discontinue the exchanges, notified to the other party by 1 September 20XX, will take effect on 1 September 20XX+1.

Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁵
HU BUDAPES02	Ms. Livia Medea Terczy Institutional ERASMUS Coordinator	07/09/2022	
CZ LIBEREC01	Mgr. Zuzana Veselá Head of the International Office	9/9/2022	

⁵ Scanned signatures are accepted

