**Erasmus+ Programme**

**Inter-institutional agreement 2018/2019-2020/2021**

**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)** | **University of Szeged**  H-6720 Szeged Dugonics tér (Magyarország)  **Department of Social Work and Social Policy** |
| **Erasmus code** | **HU SZEGED01** |
| **Contact details[[1]](#footnote-1)**  **(email, phone)** | International Office  xx  Head of International Mobility Centre, Institutional ERASMUS+ Programme Coordinator  Tel.: xx  e-mail:xx  ERASMUS coordinator (Department of Social Work and Social Policy)  xx assistant lecturer  tel.: xx  email:xx |
| **Website**  **(eg. of the course catalogue)** | <http://www.etszk.u-szeged.hu/english/about-the-social-work/about-the-social-work>  <http://www2.u-szeged.hu/kulugy/english/> |

|  |  |
| --- | --- |
| **Name of the institution**  **(and department, where relevant)** | **University of Hradec Králové**  Rokitanského 62, 500 03 Hradec Králové 3, Czech Republic |
| **Erasmus code** | **CZ HRADEC01** |
| **Contact details**  **(email, phone)** | Erasmus Institutional Coordinator  Mgr. Karel Kouba, Ph.D., M.A.  tel.: +420 493 332 512; email: [karel.kouba@uhk.cz](mailto:karel.kouba@uhk.cz)  International Office – agreements  xxx  tel.: +xxx; email:xxx  Departmental International Office – Philosophical Faculty  xxx [x](mailto:marketa.machacova@uhk.cz) |
| **Website**  **(eg. of the course catalogue)** | [www.uhk.cz/UHK?lang=en-GB](http://www.uhk.cz/UHK?lang=en-GB)  [www.uhk.cz/en-GB/UHK-international-students/Erasmus](http://www.uhk.cz/en-GB/UHK-international-students/Erasmus)  course catalogue: [www.uhk.cz/FF-international-students/Erasmus](http://www.uhk.cz/FF-international-students/Erasmus) |

**B. Mobility numbers per academic year**

*For agreements signed for more than one 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.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Student Mobility for Studies** | | | | | | |
| **FROM**  **[Erasmus code of the sending institution]** | **TO**  **[Erasmus code of the receiving institution]** | **Subject area code[[2]](#footnote-2)**  **[ISCED]** | **Subject area name** | **Study cycle**  **[short cycle, 1st, 2nd or 3rd]** | **Number of students** | **Number of months**  **[total number]** |
| HU SZEGED01 | CZ HRADEC01 | 923 | Social work and counselling | 1st, 2nd | 2 | 10 |
| CZ HRADEC01 | HU SZEGED01 | 923 | Social work and counselling | 1st, 2nd | 2 | 10 |

*[Optional: study cycle.]*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Staff Mobility for Teaching** | | | | | |
| **FROM**  **[Erasmus code of the sending institution]** | **TO**  **[Erasmus code of the receiving institution]** | **Subject area code[[3]](#footnote-3)**  **[ISCED]** | **Subject area name** | **Number of teachers** | **Number of days**  **[total number]** |
| HU SZEGED01 | CZ HRADEC01 | 923 | Social work and counselling | 2 | 10 |
| CZ HRADEC01 | HU SZEGED01 | 923 | Social work and counselling | 2 | 10 |

**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[[4]](#footnote-4)** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| HU SZEGED01 |  | English |  | B2 | B2 |
| CZ HRADEC01 |  | English |  | 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. Additional requirements**

Information on infrastructure to welcome students and staff with disabilities:

**CZ HRADEC01**: We make an effort to improve wheelchair accessibility in our facilities. There is a special access to our websites designed for the visually impaired. Some publications of the university library are specially converted to the format legible for people with residual vision. We also have the counselling centre Augustin which provides help to people with special needs to integrate.

**E. Calendar**

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

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Autumn term**  **[month]** | **Spring term**  **[month]** |
| HU SZEGED01 | 30 June | 31 October |
| CZ HRADEC01 | 30 June | 1 December |

2. The receiving institution will send its decision within [4] weeks.

3. A Transcript of Records will be issued by the receiving institution no later than [4] weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement: No special regulations. 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. 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**

*[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users’ guide[[5]](#footnote-5). 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.]*

**HU SZEGED01**: <http://www.u-szeged.hu/erasmus/grading-system>

**CZ HRADEC01**: [www.uhk.cz/en-GB/UHK/Uredni-deska/Uredni-deska-univerzity.aspx](http://www.uhk.cz/en-GB/UHK/Uredni-deska/Uredni-deska-univerzity.aspx) (Full Text of the Study and Examination Regulations of the University of Hradec Králové 2015 (Article 14))

The ECTS grading scale is used to assess studies with letters A, B, C, D, E, F representing the achieved score, where the letter “A” represents the best exam outcome, “F” means, that the student have failed the exam.

Mutual comparison of the ECTS classification with verbal and numerical classifications in the environment UHK as follows:

|  |  |
| --- | --- |
| **ECTS classification** | **verbal and numerical classification** |
| A | excellent (1) |
| B | (1,5) |
| C | very good (2) |
| D | (2,5) |
| E | satisfactory (3) |
| F | failed (4) |

In recognition of parts of studies or study subjects a verbal expression "recognized" may be used instead of the grading scale.

**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** |
| HU SZEGED01 |  | <http://konzuliszolgalat.kormany.hu/en> |
| CZ HRADEC01 | xxx  tel.: xxx | <http://www.mvcr.cz/mvcren/article/information-for-schools-and-students.aspx?q=Y2hudW09NQ%3d%3d> |

**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** |
| HU SZEGED01 |  | <http://www.u-szeged.hu/erasmus/student-guide> |
| CZ HRADEC01 | xxx  tel.: xxx | Students from non-EU member states: <http://www.mvcr.cz/mvcren/article/travel-medical-insurance-during-a-stay-longer-than-90-days.aspx> |

**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** |
| HU SZEGED01 |  | <http://www.u-szeged.hu/erasmus/student-guide> |
| CZ HRADEC01 | xxx  [xxx](mailto:marketa.machacova@uhk.cz)  tel.: xxx | [www.uhk.cz/UHK-international-students/Information-for-Incoming-Students/Accommodation](http://www.uhk.cz/UHK-international-students/Information-for-Incoming-Students/Accommodation) |

**G. Signatures of the institutions (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature[[6]](#footnote-6)** |
| HU SZEGED01 | Departmental Co-ordinator  Tamás Sánta  Institutional Co-ordinator Gabriella Balog Molnár | 23.5.2018 |  |
| CZ HRADEC01 | Mgr. Karel Kouba, Ph.D., M.A.  Erasmus Institutional Coordinator | 4.6.2018 |  |

1. Contact details to reach the senior officer in charge of this agreement and of its possible updates. [↑](#footnote-ref-1)
2. education field: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>) [↑](#footnote-ref-2)
3. education field: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>) [↑](#footnote-ref-3)
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> [↑](#footnote-ref-4)
5. <http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm> [↑](#footnote-ref-5)
6. Scanned signatures are accepted [↑](#footnote-ref-6)