



ERASMUS+

International Credit Mobility

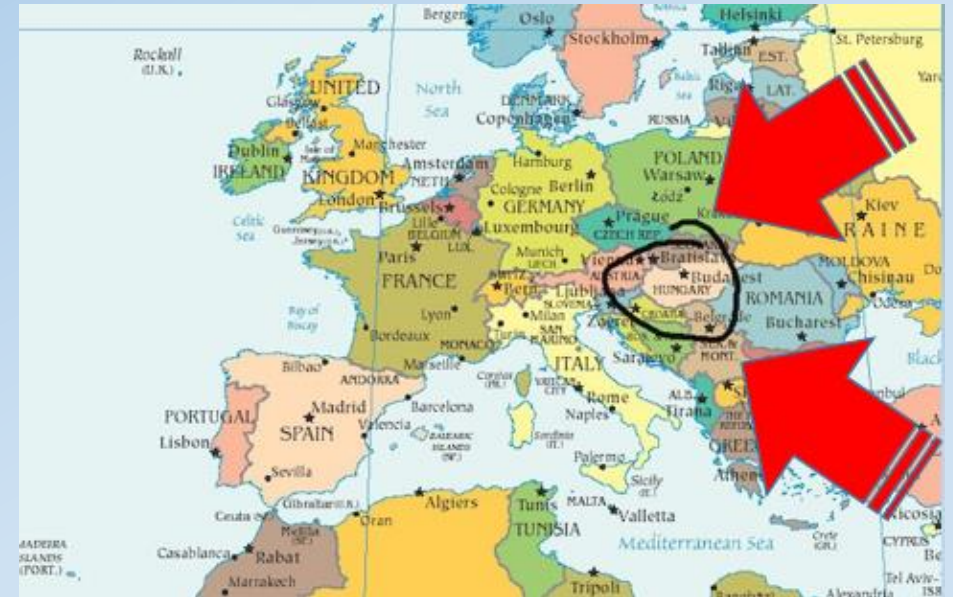
Guide for partner universities of the Szechenyi Istvan University



Granted activities

- Mobility flow for university students
 - From Partner universities to the SZE Hungary
 - From SZE Hungary to partner universities
- Mobility flow for university staff
 - From Partner universities to the SZE Hungary
 - From SZE Hungary to partner universities

I. Mobility for students from Partner to Szechenyi I. University (furthermore SZE)



Grant: Scholarship (monthly) + travel support

A) Mobility process

B) Final Report – EU Survey



A) Student mobility process (from Partner to SIU)

1. Selection Process
2. Application procedure
3. Scholarship agreement between student and SZE
4. Arriving to SZE, studying
5. Transcript of Records issued by SZE



1. Selection process for Partner university students (equivalent to Erasmus+ procedure)

- Student must be registered to the actual semester at the partner university
- Selection by Partner university
 - ✓ Selection must be fair, independent, transparent, coherent and documented
 - ✓ Call for participation shall be made available to all parties
 - ✓ Language skills according to inter-institutional agreement
- Nominating the graduate to SIU



2. Application procedure for Partner university students

- Must apply to SZE on apply.sze.hu
- Following documents to be sent to SZE:
 - ✓ Printed application form
 - ✓ Transcript of records (a list about the results of earlier studies)
 - ✓ Learning agreement between student, SZE and home institution
 - ✓ Professional CV (Europass form)



3. Scholarship agreement



- Always between graduate and SIU
- 800 EUR/ month* for incoming students + travel support**
- 50% of grant is transferred after signing scholarship agreement to the fellow bank account
- 30 % of grant is transferred after arrival at SZE
- Remaining 20% is transferred after the submitted Final Report

*the amount of the scholarship is calculated on daily base

***Israel: 360 EUR Thailand: 1500 EUR



4. Arriving to SZE, studying

- Administrative obligations at International Office, Hall of Residence, Immigration Authority
- Changing Learning Agreement if necessary
- Join the courses, studying, take the exams



5. Transcript of Records

- Issued by SZE before leaving the university
- Contains the exams' results and the collected creditpoints
- Official form available:
http://ipc.sze.hu/en_GB/e-international-credit-mobility



B) Final report – EU Survey

- Obligatory (precondition of the final scholarship amount)
- Automatically sent by the EU to the student's email





II. Mobility for students (from SZE to Partner)

A) Mobility process

B) Final report – EU Survey by student



A) Mobility process

1. Selection process (according to the E+ policy)
2. Nominating graduate by SZE to Partner
3. Application procedure according the Partner instructions
 1. Application by student
 2. Learning Agreement, e.t.c
4. Arriving to Partner university, studying



B) Final Report – EU Survey by scholarship holder

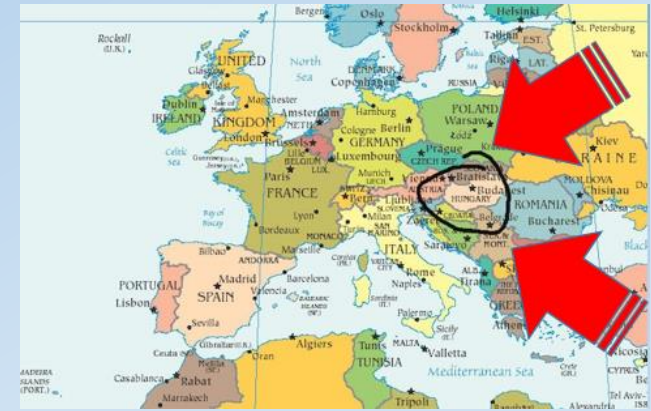
Transcript of Records about the studied courses, issued by Partner

Final Report – EU Survey by scholarship holder



Staff Mobility

- Eligible activities:
 - Teaching activity (academic staff)
 - Administrative training
- Grant:
 - Scholarship (on a daily base) + travel support



IV. Mobility for staff (from Partner to SZE)

A) Mobility process

1. Selection process and nominating by the Partner
2. Application procedure to the SZE
3. Mobility Agreement between staff – home university – SIU



4. Scholarship agreement for staff mobility to Hungary

- Always between granted person and SZE
- 140 EUR/day for incoming staff + travel support*
- 80% of grant is transferred after signing scholarship agreement to the granted's bank account
- Remaining 20% is transferred after Final Report

*Israel: 360 EUR Thailand: 1500 EUR



Final Report – EU Survey

- Mobility Certificate (provided by the SZE)
- Final Report – EU Survey by scholarship holder





IV. Mobility for staff (from SZE to Partner)

A) Mobility process

1. Selection process and nominating by SZE
2. Application procedure
3. Mobility Agreement between staff – host university – SZE
4. Scholarship agreement between graduate and SZE
5. Arriving to host institute, teaching /training
6. Mobility Certificate (provided by the Partner)

B) Final Report – EU Survey by scholarship holder

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