

# Institutional Factsheet:

## 1. Institutional Information

### 1.1. Institutional details

Name of the institution	Széchenyi István University
Erasmus Code	HU GYOR01
Address	H-9026 GYOR, Egyetem ter 1.
EUC	101013750 — SZE-LIGHT-ECHE-2020
Institution website	<a href="http://admissions.sze.hu">http://admissions.sze.hu</a>
Online course catalogue	<a href="http://ipc.sze.hu/en_GB/study-in-foreign-language-course-list-">http://ipc.sze.hu/en_GB/study-in-foreign-language-course-list-</a>

### 1.2. Main contacts

<b>Contact persons</b>	<p><b>Ms KERPICS Kinga</b> Erasmus assistant for bilateral agreements, incoming students and staff mobility Centre of International Programmes and Alumni Tel. : +36 96 613-560 <a href="mailto:kerpics.kinga@ga.sze.hu">kerpics.kinga@ga.sze.hu</a></p> <p><b>VESZPRÉMI Szandra</b>, International Programmes Officer, Incoming mobilities Centre of International Programmes and Alumni Tel. : +36 96 613-560 <a href="mailto:veszpremi.szandra@ga.sze.hu">veszpremi.szandra@ga.sze.hu</a></p> <p><b>NAGY Ildikó</b> outgoing students and Pannónia Scholarship Centre of International Programmes and Alumni Tel. : +36 96 613-560 <a href="mailto:inagy@ga.sze.hu">inagy@ga.sze.hu</a></p> <p><b>Ms KOCSIS Kinga</b>, International Coordinator for Short Study Programmes (BIP)</p> <p><b>Erasmus Colleagues general e-mail:</b> <a href="mailto:exchange@sze.hu">exchange@sze.hu</a></p>
------------------------	--

## 2. Detailed requirements and additional information

### C. Recommended language skills

The sending institution, following agreement with our institution, is responsible for providing support to its nominated candidates so that they have the recommended language competence at the start of the study or teaching period:

Type of mobility	Subject area	Language(s) of instruction	Recommended level of language of instruction, according to CEFR
Student Mobility for Studies	All fields	English/Hungarian	B1
Staff Mobility for Teaching	All fields	English/Hungarian	B2

For a more 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. Additional requirements

HU GYOR01: [http://ipc.sze.hu/en\\_GB/information-for-incoming-students](http://ipc.sze.hu/en_GB/information-for-incoming-students)

### E. Calendar

#### Nomination and application Deadlines:

Nominations are accepted through the following from: <https://ipc.sze.hu/formdesigner/shownewform/formid/1608>

Applications document: <https://ipc.sze.hu/application-form-incoming-exchange>

Nomination Deadlines	
Autumn term	1 <sup>st</sup> June
Spring term	1 <sup>st</sup> November

Application Deadlines	
Autumn term	1 <sup>st</sup> July
Spring term	1 <sup>st</sup> December

**Decision Response:** As the receiving institution, Széchenyi István University will send its decision within 4 weeks.

**Transcripts of Records:** A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished.

**Termination of Agreement:** A unilateral decision to discontinue the exchanges notified to the other party by 1 November 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. Grading system

**Grading system: HU GYOR01:** [http://ipc.sze.hu/en\\_GB/ects](http://ipc.sze.hu/en_GB/ects)

#### G. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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:

<b>Contact</b>	<b>National Directorate-General for Aliens Policing</b>
<b>Responsibility</b>	visa, immigration issues
<b>Contact details</b>	<b>Address:</b> H- 9026 Győr, Szövetség u. 15-17. <b>Phone:</b> +36-96-510-696, 510-799 <a href="mailto:ndr@oif.gov.hu">ndr@oif.gov.hu</a>
<b>Website</b>	<a href="http://oif.gov.hu/index.php?lang=en">http://oif.gov.hu/index.php?lang=en</a>

#### H. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education. [http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm).

We will inform incoming students/staff of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following:

<b>Contact</b>	<b>National Health Insurance Fund - Department for International and European Union Affairs</b>
<b>Responsibility</b>	general insurance
<b>Contact details</b>	<b>Address:</b> H-1139 Budapest Váci út 73/A. <b>Phone:</b> (+36-1) 350-2001 <b>Email:</b> <a href="mailto:neak@neak.gov.hu">neak@neak.gov.hu</a>
<b>Website</b>	<a href="http://www.neak.gov.hu">http://www.neak.gov.hu</a>

#### I. Housing

Our institution will advise incoming student/staff in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the following:

<b>Responsibility</b>	Accommodation Office
<b>Contact details</b>	<a href="mailto:accommodation@sze.hu">accommodation@sze.hu</a>
<b>Website</b>	<a href="http://kollegium.sze.hu">http://kollegium.sze.hu</a>

#### G) Special Needs

Our institution is ready to support students with special needs:

<b>Contact person</b>	<b>Dr SZÜCS Petra</b>
<b>Responsibility</b>	SN coordinator
<b>Contact details</b>	<a href="mailto:szucs.petra@sze.hu">szucs.petra@sze.hu</a> + 36 (96) 503-400/3313