

Student	Last name(s)		First name(s)		Neptun/ETR code		email address	
	MINTA		KITTI		X1YZW2		minta.kitti@gmail.com	
	Date of birth	Nationality ¹	Sex [M/F]	Study cycle (bachelor, master, doctorate) ²		Field of education ³ (ISCED code, degree programme)		
	01.01.2000	HU	F	bachelor		0410 Business and administration		
Sending Institution	Name		Erasmus code ⁴		Country code		Address, website	
	Budapest University of Technology and Economics		HU BUDAPES02		HU		Műgyetem rkp. 7-9, Budapest 1111, Hungary	
	Faculty/Department		Contact person name ⁵		Contact person email; phone			
			Diána GALLI;		erasmus@mail.bme.hu; +36 1 463 2452;			
Receiving Institution	Name		Erasmus code		Country code		Address, website	
	Duale Hochschule Baden-Württemberg Mosbach (DHBW)		D MOSBACH01		DE		http://international.dhbw-mosbach.de/ DHBW Mosbach Lohrtalweg 10 74821 Mosbach	
	Faculty/Department		Contact person name ⁶		Contact person email; phone			
			Jennifer Loudon		jennifer.loudon@mosbach.dhbw.de			

Before the mobility

[DG1] megjegyzést írt: Mobilitás előtt kell kitölteni, mind 3 fél által aláíratott verziót kell felölteni a 075-ös kérvénybe.

Study Programme at the Receiving Institution				
Table A				
Planned period of the mobility: from [day/month/year] 09/09/2019 to [day/month/year] 08/12/2019				
Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue ⁸)	Semester [e.g. autumn/spring; term]	Number of ECTS credits (or equivalent) ⁹ to be awarded by the Receiving Institution upon successful completion	
	Global Marketing	autumn	5	
	Business information system	autumn	2	
	Financial accounting and taxation	autumn	5	
	Intercultural and social skills	autumn	2	
	Business and corporate law	autumn	3	
	German language and Culture	autumn	4	
			Total: 21	
Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant information]: https://www.mosbach.dhbw.de/en/international-office/international/information-for-exchange-students#anchor-main-content				

[DG2] megjegyzést írt: Az itt megadott dátum a szemeszter időszakát fedli le, 071-es kérvényben megadottal megegyező legyen!

[DG3] megjegyzést írt: ERASMUS+ esetén min. 15 ECTS felvétele/teljesítése kötelező, Campus Mundi esetén min 20 ECTS felvétele/teljesítése kötelező.

The level of language competence ¹⁰ in <u>English</u> [indicate here the main language of instruction] that the student already has or agrees to acquire by the start of the study period is: A1 <input type="checkbox"/> A2 <input type="checkbox"/> B1 <input type="checkbox"/> B2 <input checked="" type="checkbox"/> C1 <input type="checkbox"/> C2 <input type="checkbox"/> Native speaker <input type="checkbox"/>					
Table B					
Recognition at the Sending Institution					
Component code (if any)	Component title at the Sending Institution	Semester [e.g. ...]	Number of ECTS credits (or equivalent) to be	Obligatory/ elective	Responsible person

	(as indicated in the course catalogue)	autumn/spring; term]	recognised by the Sending Institution		
	optional subject	autumn	10	elective	
					Total: ...
Provisions applying if the student does not complete successfully some educational components: [web link to the relevant information] nki.bme.hu					

[DG4] megjegyzést írt: Amennyiben nem végzős, úgy 10 kredit elfogadtatása kötelező. Szabadon választható kreditek esetén az alábbi módon töltsse ki a Table B részt.

[DG5] megjegyzést írt: Amennyiben végzős, és nem fogadtat el tárgyat, úgy a Table B kitöltése nem kötelező.

Commitment				
<p>By signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the Inter-Institutional Agreement for institutions located in Partner Countries). The Sending Institution and the student should also commit to what is set out in the Erasmus+ and Campus Mundi grant agreement. The Receiving Institution confirms that the educational components listed in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.</p>				
Commitment	Name	Position	Date	Signature, stamp
Student	<u>Kitti Minta</u>	Student		
Responsible person ¹¹ at the Sending Institution	<u>Dr. Sarolta Tóvölgyi</u>	Faculty Erasmus coordinator		
Responsible person at the Receiving Institution ¹²	<u>Jennifer Loudon</u>	Exchange coordinator		

[DG6] megjegyzést írt: Hallgató aláírása

[DG7] megjegyzést írt: Aktuális kar kari koordinátorának aláírása.
<http://nki.bme.hu/node/5703>

[DG8] megjegyzést írt: fogadó intézmény kapcsolattartója, aláírása

During the **mobility**

Student	Last name(s)	First name(s)	Nationality	Sex (M/F)	Date of birth	Field of study
	MINTA	Kitti	HU	F	01.01.2000	0410 Business and administration
Sending University	Name, faculty/department		Erasmus code ¹³	Contact person name ¹⁴	Contact person email; phone	
	Budapest University of Technology and Economics		HU BUDAPE02	Diána GALI;	erasmus@mail.bme.hu +36 1 463 2452;	
Receiving University	Name, faculty/department		Erasmus code ¹⁵	Contact person name ¹⁶	Contact person email; phone	
			D MOSBACH01	Jennifer Loudon	jennifer.loudon@mosbach.dhbw.de	

[DG9] megjegyzést írt: csakis abban az esetben, ha a felvett kurzusokban változás történt. Amennyiben nem történt változás akkor a *During Mobility nyilatkozatot* töltsé ki. (csak azoknak **kel** kitölteniük, akinek **nem volt változás** a Learning Agreement during mobility részben)

•**VÁLTOZTÁS** esetén: elsőként ön aláírja, majd aláírta a fogadó Egyetemmel és szkenelve elküldi a BME-s kari Erasmus koordinátorának aláírásra. (Az Erasmus iroda munkatársai nem írhatják alá a Learning Agreementeket, így ne küldjék meg részünkre.) Vigyázzon arra, hogy 15 kreditnyi kurzus, amennyiben (Campus Mundi programban vesz részt 20 kredit) maradjon, ne adjon le túl sokat!

•A módosításra a szemeszter kezdetétől számított egy hónapon belül van lehetőség. Ha nem történt változás az eredeti Learning Agreement before mobility részhez képest, úgy kérem ezt a lépést figyelmen kívül hagyni.

•A During Mobility részt vagy a *During Mobility nyilatkozatot* mobilitási féléve végén kell feltölteni a Neptunba a **075B** kérvénybe, de el kell készíteni már a mobilitás első hónapjában.

Exceptional changes to Table A

Period of the mobility: from [day/month/year] to [day/month/year]
(to be approved by e-mail or signature by the student, the responsible person in the Sending Institution and the responsible person in the Receiving Institution)

Table A2 During the mobility	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Reason for change ¹⁷	Number of ECTS credits (or equivalent)
		German language and Culture	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.	4
		Research/scientific methods	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Choose an item.	2
			<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	
			<input type="checkbox"/>	<input type="checkbox"/>	Choose an item.	

Exceptional changes to Table B (if applicable)

(to be approved by e-mail or signature by the student and the responsible person in the Sending Institution)

Table B2 During the mobility	Component code (if any)	Component title at the Sending Institution (as indicated in the course catalogue)	Deleted component [tick if applicable]	Added component [tick if applicable]	Number of ECTS credits (or equivalent)
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

Commitment

The student, the Sending and the Receiving Institutions confirm that they approve the proposed amendments to the mobility programme. Approval by email or signature of the student and of the Sending and Receiving Institution responsible persons.

Commitment	Name	Position	Date	Signature, stamp
Student	Kitti Minta	Student		
Responsible person ¹⁸ at the Sending Institution	Dr. Sarolta Tóvölgyi	Faculty Erasmus coordinator		
Responsible person at the Receiving Institution ¹⁹	Jennifer Loudon	Exchange coordinator		

[DG10] megjegyzést írt: Hallgató aláírása

[DG11] megjegyzést írt: Aktuális kari koordinátorának aláírása.
<http://nki.bme.hu/node/5703>

[DG12] megjegyzést írt: fogadó intézmény kapcsolattartója, aláírása

After the mobility

[DG13] megjegyzést írt: Mobilitás végén tölts ki a fogadó intézmény abban az esetben, ha nem kap Transcript of recordsot.

Student	Last name(s)	First name(s)	Nationality	Sex (M/F)	Date of birth	Field of study
	MINTA	Kitti	HU	F	01.01.2000	0410 Business and administration
Sending University	Name, faculty/department	Erasmus code ²⁰	Contact person name ²¹	Contact person email; phone		
	Budapest University of Technology and Economics	HU BUDAPES02	Diána GALL;	erasmus@mail.bme.hu +36 1 463 2452;		
Receiving University	Name, faculty/department	Erasmus code ²²	Contact person name ²³	Contact person email; phone		
		D MOSBACH01	Jennifer Loudon	jennifer.loudon@mosbach.dhbw.de		

Transcript of Records at the Receiving Institution					
Table C					
Start and end dates of the study period: from [day/month/year] to [day/month/year]					
After the mobility	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Was the component successfully completed by the student? [Yes/No]	Number of ECTS credits (or equivalent)	Grades received at the Receiving Institution
					Total: ...

Transcript of Records and Recognition at the Sending Institution				
Table D				
Start and end dates of the study period: from [day/month/year] 09/09/2019 to [day/month/year] 08/12/2019				
After the mobility	Component code (if any)	Title of recognised component at the Sending Institution (as indicated in the course catalogue)	Number of ECTS credits (or equivalent) recognised	Grades registered at the Sending Institution (if applicable)

[DG14] megjegyzést írt: Az itt megadott dátum a szemeszter időszakát fedi le, 071-es kérvényben megadottal megegyező legyen!

Signature of responsible person in Receiving Institution and date				
Commitment	Name	Position	Date	Signature, stamp
Responsible person at the Receiving Institution ²⁴	Jennifer Loudon	Exchange coordinator		

[DG15] megjegyzést írt: fogadó intézmény kapcsolattartója, aláírása

¹ **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

² **Study cycle:** Short cycle (EQF level 5) / Bachelor or equivalent first cycle (EQF level 6) / Master or equivalent second cycle (EQF level 7) / Doctorate or equivalent third cycle (EQF level 8).

³ **Field of education:** The [ISCED-F 2013 search tool](http://ec.europa.eu/education/tools/isced-f_en.htm) available at http://ec.europa.eu/education/tools/isced-f_en.htm should be used to find the ISCED 2013 detailed field of education and training that is closest to the subject of the degree to be awarded to the trainee by the sending institution.

⁴ **Erasmus code:** a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in Programme Countries.

⁵ **Contact person at the sending institution:** a person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or will work at the international relations office or equivalent body within the institution.

⁶ **Contact person at the receiving institution:** a person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or will work at the international relations office or equivalent body within the institution.

⁷ An **"educational component"** is a self-contained and formal structured learning experience that features learning outcomes, credits and forms of assessment. Examples of educational components are: a course, module, seminar, laboratory work, practical work, preparation/research for a thesis, mobility window or free electives.

⁸ **Course catalogue:** detailed, user-friendly and up-to-date information on the institution's learning environment that should be available to students before the mobility period and throughout their studies to enable them to make the right choices and use their time most efficiently. The information concerns, for example, the qualifications offered, the learning, teaching and assessment procedures, the level of programmes, the individual educational components and the learning resources. The Course Catalogue should include the names of people to contact, with information about how, when and where to contact them.

⁹ **ECTS credits (or equivalent):** in countries where the "ECTS" system is not in place, in particular for institutions located in Partner Countries not participating in the Bologna process, "ECTS" needs to be replaced in the relevant tables by the name of the equivalent system that is used, and a web link to an explanation to the system should be added.

¹⁰ **Level of language competence:** a description of the European Language Levels (CEFR) is available at: <https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

¹¹ **Responsible person at the Sending Institution:** an academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee full recognition of such programme on behalf of the responsible academic body. The name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.

¹² **Responsible person at the Receiving Institution:** the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.

¹³ **Erasmus code:** a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in Programme Countries.

¹⁴ **Contact person at the sending institution:** a person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or will work at the international relations office or equivalent body within the institution.

¹⁵ **Erasmus code:** a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in Programme Countries.

¹⁶ **Contact person at the sending institution:** a person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or will work at the international relations office or equivalent body within the institution.

¹⁷ **Reasons for exceptional changes to study programme abroad (choose an item number from the table below):**

<i>Reasons for deleting a component</i>	<i>Reason for adding a component</i>
1. Previously selected educational component is not available at the Receiving Institution	5. Substituting a deleted component
2. Component is in a different language than previously specified in the course catalogue	6. Extending the mobility period
3. Timetable conflict	7. Other (please specify)
4. Other (please specify)	

¹⁸ **Responsible person at the Sending Institution:** an academic who has the authority to approve the Learning Agreement, to exceptionally amend it when it is needed, as well as to guarantee full recognition of such programme on behalf of the responsible academic body. The name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.

¹⁹ **Responsible person at the Receiving Institution:** the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.

²⁰ **Erasmus code:** a unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education (ECHE) receives. It is only applicable to higher education institutions located in Programme Countries.

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²³ **Contact person at the sending institution:** a person who provides a link for administrative information and who, depending on the structure of the higher education institution, may be the departmental coordinator or will work at the international relations office or equivalent body within the institution.

²⁴ **Responsible person at the Receiving Institution:** the name and email of the Responsible person must be filled in only in case it differs from that of the Contact person mentioned at the top of the document.