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back to

**SZÉCHENYI ISTVÁN UNIVERSITY**

by

**fax & mail**

**fax: +36 96 613 595**

**Thank you for your**

**efforts  
& cooperation  
in advance!**

LETTER OF INTENT  
COOPERATION IN LEONARDO DA VINCI II MOBILITY PROJECT, 2011

**TITLE: BORDERLESS ARCHITECTURE - 3**

**[VOCATIONAL TRAINING AND EXPERIENCE FOR YOUNG ARCHITECTS IN THE EU]**

Hereby we express our interest to cooperate within the LEONARDO DA VINCI application of the Széchenyi István University by offering practical training places for young architects from Győr, Hungary.

We support the project by following measurements /actions:

We can offer placements for the period ascertained at the "General Data of the Project" for young architects in the number ascertained at the same place. The placements will comply with the new quality charta of the EU.

Probably, we will give a monthly compensation of 500 Euro/month.

The partners agree to accomplish the new quality charta of the EU and to support the dissemination and transfer of the project results.

**GENERAL DATA OF THE PROJECT**

Title	Vocational Training and Experience for Young Architects in the EU
Starting time	any time
End time	after, at least, 6 months
Total length of training (in weeks)	26
Number of trainee	1 of 2
Prospective position of trainee	associate architect
Business language	English / <del>German</del> Dutch and ↗ trainee need to do a dutch course...

Sending  
Organisation  
address

**Széchenyi István University**

Egyetem tér 1.  
Győr, Hungary  
H-9026  
phone: +36 96 503 400  
fax: +36 96 329 263  
homepage: [www.sze.hu](http://www.sze.hu)

Name of contact  
person  
position  
address

**Gergely Molnárka**

associate professor  
Leonardo coordinator  
MTK-ÉKI  
Department of Architecture and Building Construction  
Egyetem tér 1.  
Győr, Hungary  
H-9026  
phone: +36 96 503 454  
fax: +36 96 613 595  
e-mail: [mgergo@sze.hu](mailto:mgergo@sze.hu)

Host Organisation  
address

Ector Hoopstad Architecten  
Laan Strootswep 1 3020 HT Rotterdam

Legal status

Type of  
organisation

~~Small and~~ medium sized enterprise

Main field in activity

architecture

Number of  
employees

40

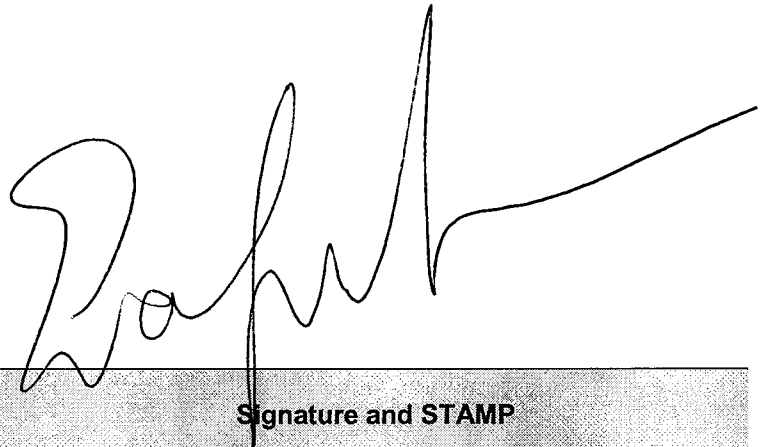
Name of contact  
person

position

contact

Eveline van der Grinten  
HRM  
010-440 2121

Date



Signature and STAMP

**Ector Hoogstad** Architecten

Postbus 818 3000 AV Rotterdam

## PARTNERSHIP QUALITY COMMITMENT PLACEMENTS

The sending organizations undertakes to:

- Define placement objectives in terms of the skills and competencies to be developed.
- Choose the appropriate target country, host organisation, project duration and placement content to achieve these objectives.
- Select beneficiaries on the basis of clearly defined and transparent criteria.
- Prepare beneficiaries in collaboration with partner organisations for the practical, professional and cultural life of the host country, in particular through language training tailored to meet their occupational needs.
- Establish a contract whose contents are transparent for all parties involved.
- Manage transport, accommodation, visa/work permit arrangements and social security cover and insurance.
- Evaluate with each beneficiary the personal and professional development achieved through participation in the Leonardo programme.

The sending and host organisations jointly undertake to

- Negotiate a tailor-made programme for each beneficiary (if possible during preparatory visits).
- Agree monitoring and mentoring arrangements.
- Implement agreed validation procedures to ensure recognition of skills and competencies acquired.
- Establish appropriate communications channels for all parties including beneficiaries.
- Evaluate the progress of the project on an on-going basis and take appropriate action if required.

The host organisation undertakes to

- Foster understanding of the culture and mentality of the host country.
- Assign to beneficiaries tasks and responsibilities to match their knowledge, skills, competencies and training objectives and ensure that appropriate equipment and support is available.
- Identify a tutor to monitor the beneficiary's training progress.
- Provide practical support if required.
- Check appropriate insurance cover for each beneficiary.

The beneficiary undertakes to

- Comply with all arrangements negotiated for his/her placement and to do his/her best to make the placement a success.
- Abide by the rules and regulations of the host organisation, its normal working hours, code of conduct and rules of confidentiality.
- Communicate with promoter/sending organisation about any problem or changes regarding the placement.
- Submit a report in the specified format, together with requested supporting documentation in respect of costs, at the end of the placement .