



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2018-2021 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	Erasmus code	Contact details (email, phone)	Website
PLOVDIVSKI UNIVERSITET "PAISII HILENDARSKI" Faculty of Philology	BG PLOVDIV04	<u>Institutional Erasmus Coordinator</u> Assoc.Prof. Boryan Yanev; byanev@gmail.com; +359 32 261 478 <u>Agreements' Administrator</u> Radosveta Mishevska; iro_pu@abv.bg; + 359 32 261 363 <u>Faculty Agreement' Coordinator</u> Assoc. Prof. Nadya Cherneva; ncherneva9@gmail.com; +359 32 261 241 <u>Contact Person:</u> Prof. Lyubka Lipcheva-Prandzheva; llipcheva@abv.bg; +359 32 261 293	https://uni-plovdiv.bg https://uni-plovdiv.bg/en/
HUMBOLDT-UNIVERSITÄT ZU BERLIN Department of Slavonic Studies Faculty of Language, Literature and Humanities	D BERLIN13	<u>Head of International Office</u> Stephanie Trigoudis, M.A. Sprach- und literaturwissenschaftliche Fakultät Faculty of Language, Literature and Humanities Unter den Linden 6 10099 Berlin trigoudis@hu-berlin.de tel +49.30.2093.9798 fax: +49.30.2093.2048 <u>Contact Person:</u> Prof. Christian Voß christian.voss@slawistik.hu-berlin.de	https://fakultaeten.hu-berlin.de/de/sprachlit/international

B. Mobility numbers per 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.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods (students x months) Studies	
BG PLOVDIV04	D BERLIN13	-	-	-	0/0	
D BERLIN13	BG PLOVDIV04	-	-	-	0/0	
FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code	Subject area name	Number of staff mobility periods (staff x days)		
				Teaching	Training	
BG PLOVDIV04	D BERLIN13	222	Languages and Philology	2 teachers x 7 days	2 staff x 7 days	
D BERLIN13	BG PLOVDIV04	222	Languages and Philology	2 teachers x 7 days	2 staff x 7 days	

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 Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG PLOVDIV04		BG	EN (staff only)	-	B2
		DE	DE		
D BERLIN13			EN (staff only)	-	B2
		DE	DE		

For more details on the language of instruction recommendations, see the course catalogue of each institution.

D. Additional requirements

BG PLOVDIV04

- Exchange studies for PhD students are organized according to individual plans.
- Incoming staff members should apply for visits to the respective faculty coordinators (<https://uni-plovdiv.bg/pages/index/160/>)

D BERLIN13

- Exchange studies for PhD students are organized according to individual plans.
- Incoming staff members should apply for visits to the respective faculty coordinators (<https://fakultaeten.hu-berlin.de/de/sprachlit/international/>)

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
BG PLOVDIV04	30 June (applic)	30 November (applic)
D BERLIN13	1 April – 31 May	1 October – 30 November

- The receiving institution will send its decision within **3 weeks**.
- A Transcript of Records will be issued by the receiving institution no later than **3 weeks** after the assessment period has finished at the receiving HEI.
- Termination of the agreement

A notice of at least one academic year should be given for the termination of the agreement. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 August 20XX will only take effect as of 1 August 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

In the Bulgarian System, marks are graded from 2 to 6, with 3 being the minimum score required to pass:

Bulgarian Grade	Description
Отличен (6)	Excellent performance
Много Добър (5)	Very good performance
Добър (4)	Good performance
Среден (3)	Acceptable performance
Слаб (2)	Insufficient performance
Не се явил	Exam not done by the student

In German universities (except for law schools) a 1 to 5 scale is used:

- 1,0–1,5 *sehr gut* (very good: an *outstanding* achievement)
- 1,6–2,5 *gut* (good: an achievement which lies *substantially above average* requirements)
- 2,6–3,5 *befriedigend* (satisfactory: an achievement which corresponds to *average* requirements)
- 3,6–4,0 *ausreichend* (sufficient: an achievement which *barely meets* the requirements)
- 5,0 *nicht ausreichend / nicht bestanden* (not sufficient / failed: an achievement which *does not meet* the requirements)

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
BG PLOVDIV04	iro.petrova@gmail.com	https://uni-plovdiv.bg/pages/index/160/
D BERLIN13	trigoudis@hu-berlin.de;	https://fakultaeten.hu-berlin.de/de/sprachlit/international

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
BG PLOVDIV04	iro.petrova@gmail.com	https://uni-plovdiv.bg/pages/index/160/
D BERLIN13	trigoudis@hu-berlin.de;	http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_3 http://www.international.hu-berlin.de/an_die_hu/wegweiser/5_nach_einreise/5_1_2

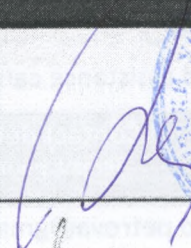
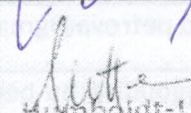
4. Housing

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
BG PLOVDIV04	iro.petrova@gmail.com	https://uni-plovdiv.bg/pages/index/160/
D BERLIN13	wohnen@hu-berlin.de; +0049 2093-46721	http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_4 http://www.international.hu-berlin.de/an_die_hu/wegweiser/4_vor_einreise/4_4_2

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
BG PLOVDIV04	Assoc. Prof. Boryan Yanev, PhD Institutional Erasmus- Coordinator	04/05/2018	
D BERLIN13	Dr. Dietmar Buchmann Institutional Erasmus+ Co- ordinator	11.06.28	 Humboldt-Universität zu Berlin International Office Unter den Linden 6 10099 Berlin GERMANY



¹Scanned signatures are accepted