



**Erasmus+ Programme
Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2017/2018-2020/2021
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	Website
PLOVDIV UNIVERSITY "PAISII HILENDARSKI"	BG PLOVDIV04	<p>International Relations Office Institutional Coordinator Assoc.Prof. Boryan Yanev, PhD; byanev@gmail.com; +359 32 261 478</p> <p>Erasmus+ outgoing students and staff Ms Radosveta Mishevska; iro@uni-plovdiv.bg; + 359 32 261 363</p> <p>Erasmus+ Incoming Students Ms Yana Petrova; petrova@uni-plovdiv.bg; phone: + 359 32 261 363 fax: +359 32 635 049</p> <p>Address: International Relations Office, Tzar Assen str. 24, room 111, 4000 Plovdiv, Plovdiv University - Rectorate</p> <p>Law Faculty Coordinator Asst. Prof. Angel Shopov, PhD; angel.shopov@gmail.com</p> <p>Law Faculty Secretary Responsible on Erasmus + Ms Anna Pavlova phone: + 359 32 261 283 fax: + 359 32 261 378 e-mail: law<@>uni-plovdiv.bg</p>	<p>https://uni-plovdiv.bg/</p> <p>http://law.uni-plovdiv.net/</p>
"ST KLIMENT OHRIDSKI" UNIVERSITY – BITOLA	MK BITOLA01	<p>Institutional Coordinator Prof. Violeta MANEVSKA Vice-Rector for Student Affairs violeta.manevska@uklo.edu.mk</p> <p>Administrative coordination Ms Kalliopa STILINOVIC kalliopa.stilinoVIC@uklo.edu.mk</p> <p>"St Kliment Ohridski" University – Bitola Bulevar 1 maj, bb, 7000 Bitola Republic of Macedonia Phone: +389 47 223 788</p>	<p>www.uklo.edu.mk</p>

FACULTY OF LAW		Fax: +389 47 223 594	
		Departmental Coordinator Prof. Branko DIMESKI Faculty of Law dimeskibranko@yahoo.com	

B. Mobility numbers per academic year

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships
BG PLOVDIV04	MK BITOLA01	0421 (10.0)	Law	1st, 2nd, 3rd	2 x 10 (total 20 months)	0/0
MK BITOLA01	BG PLOVDIV04	0421 (10.0)	Law	1st, 2nd, 3rd	2 x 10 (total 20 months)	0/0

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
BG PLOVDIV04	MK BITOLA01	0421 (10.0)	Law	1 x 5 days	1
MK BITOLA01	BG PLOVDIV04	0421 (10.0)	Law	1 x 5 days	1

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 ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
MK BITOLA01	0421 (10.0)	Macedonian	English	B2 (for English taught courses)	B2 (for English taught courses)
BG PLOVDIV04	0421 (10.0)	Bulgarian	English	B2 (for English taught courses)	C1 (for English taught courses)

E. Calendar

¹ For an easier and 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>

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
BG PLOVDIV04	June 30 th	November 30 th
MK BITOLA01	June 1 st	November 30 th

2. The receiving institution will send its decision within 4 weeks after the end of the application period.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. Termination of this agreement or changes in the data set above can be amended annually, if communicated before December 1st. Neither the European Commission nor the National Agencies can be held responsible in case of conflict.

F. Information

1. Grading systems of the institutions

BG PLOVDIV04 Grading System		
Local Grade	ECTS Grade	Definition
6	A	Excellent
5	B	Very Good
4	C	Good
3	D	Satisfactory
	E	Pass
2	FX	Fail
	F	Fail

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

MK BITOLA01:

Grading scale – 5-10

- 10 (A) = Excellent
 9 (B) = Very Good
 8 (C) = Good
 7 (D) = Satisfactory
 6 (E) = Sufficient
 5 (F) = Fail

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	<p>Law Faculty Coordinator Asst. Prof. Angel Shopov, PhD; angel.shopov@gmail.com</p> <p>Law Faculty Secretary Responsible on Erasmus + Ms Anna Pavlova phone: + 359 32 261 283 fax: + 359 32 261 378 e-mail: law@uni- plovdiv.bg</p>	<p>https://uni-plovdiv.bg/en/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/ https://blogs.uni-plovdiv.net/en_law/ http://law.uni-plovdiv.net/en/programa-eraz-m</p>
MK BITOLA01	<p>IRO Tel: +389 47 242 278</p>	<p>Ms Kaliopa Stilianovic, Head of IRO (kaliopa.stilianovic@uklo.edu.mk) Ms Nurten Sulejmani, IR Officer (nurten.sulejmani@uklo.edu.mk)</p>

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	<p>International Relations Office Incoming Students Ms Yana Petrova; petrova@uni-plovdiv.bg phone: + 359 32 261 363 fax: +359 32 635 049</p>	<p>https://uni-plovdiv.bg/en/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/</p>
MK BITOLA01	<p>IRO Tel: +389 47 242 278</p>	<p>Ms Kaliopa Stilianovic, Head of IRO (kaliopa.stilianovic@uklo.edu.mk) Ms Nurten Sulejmani, IR Officer (nurten.sulejmani@uklo.edu.mk)</p>

4. Housing

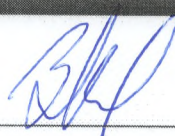
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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	<p>International Relations Office Incoming Students Ms Yana Petrova; petrova@uni-plovdiv.bg phone: + 359 32 261 363</p>	<p>https://uni-plovdiv.bg/pages/index/160/</p>

	fax: +359 32 635 049	
MK BITOLA01	IRO Tel: +389 47 242 278	Ms Kaliopa Stilinovic, Head of IRO (kaliopa.stilinovic@uklo.edu.mk) Ms Nurten Sulejmani, IR Officer (nurten.sulejmani@uklo.edu.mk)

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

BG PLOVDIV04	Name, function	Date	Signature
BG PLOVDIV04	Prof. Zapryan Kozludzhov, PhD, Rector Plovdiv University	18.01.2017	
MK BITOLA01	Prof. Dr Violeta Manevska Vice-Rector for Student Affairs	16/01/2017	