



Erasmus+ Programme

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

Inter-institutional agreement 2019 (20)-2020 (21) 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"	BG PLOVDIV04	<u>Institutional Erasmus Coordinator</u> Assoc.Prof. Boryan Yanev, PhD; byanev@gmail.com; +359 32 261 478 <u>Agreements' Administrator</u> Radosveta Mishevskva; iro_pu@abv.bg; + 359 32 261 363 <u>Faculty Agreement' Coordinator</u> <u>Faculty of Philology</u> Assoc. Prof. Nadya Cherneva, PhD; ncherneva9@gmail.com; +359 32 262 241 <u>Responsible Person:</u> Assoc. Prof. Elena Getova, PhD; elenaguetova@yahoo.com; +359 32 261 262	https://uni-plovdiv.bg http://slovo.uni-plovdiv.net https://uni-plovdiv.bg/en/
UNIVERSITÉ LIBRE DE BRUXELLES	B BRUXEL 04	Contact person: Elizabeth.Olivares.Fontt@ulb.ac.be Academic coordinator: Prof. Cristina-Alice.Toma Cristina-Alice.Toma@ulb.ac.be	http://www.ulb.ac.be/international/index.html http://www.ulb.ac.be/faculty/lc/mobilityIn-contact.html

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	B BRUXEL 04	0232	Literature and Philology	1 st , 2 nd , 3	2 x 5 = 10
B BRUXEL 04	BG PLOVDIV04	0232	Literature and Philology	1 st , 2 nd , 3	2 x 5 = 10

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code	Subject area name	Teaching
BG PLOVDIV04	B BRUXEL 04	0232	Literature and Philology	2 teachers x 7 days
B BRUXEL 04	BG PLOVDIV04	0232	Literature and Philology	2 teachers 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, FR	B1	B2
B BRUXEL 04		FR	FR	B1	B2

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/>)

B BRUXEL 04: ULB's student disabilities' service, offer of the assistance and organize, if required, assistance or possible timetable adjustments, to allow disabled students to complete their exchange's period in the best possible conditions.

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)
B BRUXEL 04	May 15th	October 15th

2. The receiving institution will send its decision within **3** weeks.

3. 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.

4. 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

B-BRUXEL 04: <http://www.ulb.ac.be/enseignements/presentation/fr/presentation-fr-ects.html>

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/
B BRUXEL 04	mobilite@ulb.ac.be	http://diplomatie.belgium.be/fr/Services/venir_en_belgique/ http://www.ulb.ac.be/enseignements/cpe/cpedocs/guide-fr.pdf

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/
B BRUXEL 04	mobilite@ulb.ac.be	12 Euro are requested for ULB insurance, this covers any accidents that might occur in the pursuit of academic activities http://www.ulb.ac.be/services/etudiants/assurances-etudiants.html

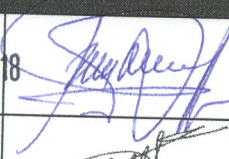
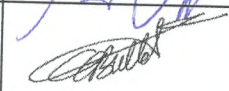
4. Housing

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/
B BRUXEL 04	Office.du.Logement@ulb.ac.be	http://www.ulb.ac.be/logements/index.html

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	30-05-2018	
B BRUXEL 04	Ms Camile Bullot, Institutional Erasmus coordinator	30/05/2018	

¹Scanned signatures are accepted