

Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021 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 (and department, where relevant) | Erasmus code | Contact details ² (email, phone) | Website (eg. of the course catalogue) |
|---|-----------------|---|---|
| Technische Universität Dresden | DDRESDEN02 | Prof. Dr. Berndt, TU Dresden, Inst. F. Germanistik, 01062 Dresden, Germany, ☎. +4935146336228, Fax: .+4935146337032, annette.berndt@mailbox.tu-dresden.de | http://tu-dresden.de |
| PLOVDIVSKI UNIVERSITET "PAISII HILENDARSKI" | BG PLOVDIV04 | <u>Institutional Erasmus Coordinator</u> Assoc.Prof. Maria Stoyanova; marianas@uni-plovdiv.bg ; +359 261462 <u>Agreements' Administrator</u> Mrs Nadya Kaneva; nadya@uni-plovdiv.bg ; + 359 261363 <u>Faculty Agreement' Coordinator</u> Assistant Prof. Ivanka Taneva; itaneva@hotmail.com ; + 359 261233 | https://uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/28/ http://slovo.uni-plovdiv.bg/ |

B. Mobility numbers³ 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] | TO [Erasmus] | Subject area | Subject area name | Study cycle | Number of student mobility periods |
|-------------------|-----------------|--------------|-------------------|-------------|------------------------------------|
|-------------------|-----------------|--------------|-------------------|-------------|------------------------------------|

D. Additional requirements

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Contact details to reach the senior officer in charge of this agreement and of its possible updates.

³ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):

<http://www.uis.unesco.org/Education/Pages/International-standard-classification-of-education.aspx>

| code of the sending institution] | code of the receiving institution] | code [ISCED] | | [short cycle, 1 st , 2 nd or 3 rd] | Student Mobility for Studies [total number of months of the study periods or average duration*] |
|----------------------------------|------------------------------------|--------------|----------------|--|---|
| D DRESDEN02 | BG PLOVDIV04 | 222 | German studies | 1 st , 2 nd | 2 (10mo) |
| BG PLOVDIV04 | D DRESDEN02 | 222 | German studies | 1 st , 2 nd | 4 (20mo) |

| FROM [Erasmus code of the sending institution] | TO [Erasmus code of the receiving institution] | Subject area code [ISCED] | Subject area name | Staff Mobility for Teaching [total number of days of teaching periods or average duration*] |
|--|--|---------------------------|-------------------|---|
| D DRESDEN02 | BG PLOVDIV04 | 222 | German studies | 1 (5 d) |
| BG PLOVDIV04 | D DRESDEN02 | 222 | German studies | 1 (7 d) |

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 ⁴ | |
|--------------------------------------|----------------------------|---------------------------|---------------------------|--|---|
| | | | | Student Mobility for Studies [Minimum recommended level: B1] | Staff Mobility for Teaching [Minimum recommended level: B2] |
| D DRESDEN02 | German studies | German | (English) | B1 | C1 |
| BG PLOVDIV04 | Languages and Philology... | German | English/Russian | B1 | C1 |

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

D DRESDEN02

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⁴For 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>

*[add requirements on **academic or organisational aspects**, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

Infrastructure to welcome students and staff with disabilities: http://tu-dresden.de/die_tu_dresden/qremien_und_beauftragte/beauftragte/bfsb

BG PLOVDIV04:

- Incoming staff members should apply for visits to the respective faculty coordinators (<https://uni-plovdiv.bg/pages/index/160/>)

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term* [month] | Spring term* [month] |
|---|-------------------------|--------------------------|
| D DRESDEN02 | 15 th July | 15 th January |
| BG PLOVDIV04 | 30 June (applic) | 30 November (applic) |

2. The receiving institution will send its decision within 4 weeks.

3. Issue of the **Transcript of Records**

D DRESDEN02: The faculties issue Transcripts of Records (documenting credits earned at the TU Dresden). Every student must pick up the transcript him/herself! The TU Dresden will NOT automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.

BG PLOVDIV04: The faculties issue Transcripts of Records (documenting credits earned at the Paisii Hilendarski University Plovdiv). Every student must pick up the transcript him/herself! The Paisii Hilendarski University Plovdiv will NOT automatically send your transcript to your home university. If the student's exam grades are not yet available when you leave, please make arrangements with the proper office to have your transcript sent to you.

ToR 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**

The involved institutions agree on the procedure for modifying or terminating the inter-institutional agreement. In the event of termination, a notice of at least one academic year should be given. The termination clauses must include the following disclaimer: "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

D DRESDEN02: The grading scale ranges from 1 to 5, in which 1 stands for "excellent/very good", 2 for "good", 3 for "satisfactory", 4 for "sufficient" and 5 for "not satisfactory". Passing grades may also be qualified decimal numbers such as 0.3 or 0.7 to indicate tendencies towards the next grade.

BG PLOVDIV04: In the Bulgarian System, marks are graded from 2 to 6, with 3 being the minimum score required to pass:

| Institution | Contact details | Website or information |
|--------------|--|---|
| D DRESDEN02 | whiner@studinf.uni-dresden.de | http://www.studienamt.tu-dresden.de/en/erasmus |
| BG PLOVDIV04 | erasmus@plovdiv.bg | https://uni-plovdiv.bg/pages/index/160/ |

| 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 |

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 |
|----------------------------|--|---|
| D DRESDEN02 | teilstudium@mailbox.tu-dresden.de | http://tu-dresden.de/internationales/int_stud/ohne_abschluss/applic_non_degree/visa_requirements_and_entry_permits |
| BG PLOVDIV04 | iro@uni-plovdiv.bg | https://uni-plovdiv.bg/pages/index/160/ http://slovo.uni-plovdiv.bg/ |

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 |
|----------------------------|--|---|
| D DRESDEN02 | teilstudium@mailbox.tu-dresden.de | http://tu-dresden.de/internationales/int_stud/planning_your_course_of_studies/health_insurance |
| BG PLOVDIV04 | iro@uni-plovdiv.bg | https://uni-plovdiv.bg/pages/index/160/ |

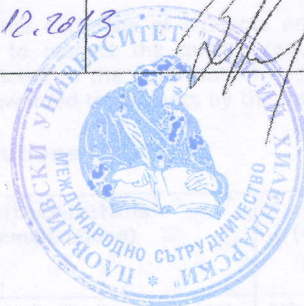
4. Housing

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 |
|----------------------------|--|---|
| D DRESDEN02 | wohnen@studentenwerk-dresden.de | http://www.studentenwerk-dresden.de/english/wohnen/ |
| BG PLOVDIV04 | iro@uni-plovdiv.bg | https://uni-plovdiv.bg/pages/index/160/ |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁵ |
|-------------------------------|--|-----------|---------------------------|
| D DRESDEN02 | Dagmar Krause, Institutional ERASMUS Coordinator | 18/11/13 | <i>Krause</i> |
| BG PLOVDIV04 | Prof. Zapryan Kozludzhov, Rector | 6.12.2013 | <i>Zapryan Kozludzhov</i> |



A. Information about higher education institutions

| Name of the institution (and department, where relevant) | Erasmus code | Contact person (name, address, phone, fax, e-mail) | Website (page of the course coordinator) |
|---|--------------|--|---|
| Technische Universität Dresden | DDRESDEN02 | Prof. Dr. Berndt, TU Dresden, Inst. F. Germanistik, 01062 Dresden, Germany, M. +4935146336226, Fax: +4935146337033, annette.berndt@mailbox.tu-dresden.de | http://tu-dresden.de |
| ПЛОВДИВСКИ УНИВЕРСИТЕТ "ПАРИЗ-ХЕНРИ ДАРГАТ" PLOVDIV UNIVERSITY "PARIS-HENRI DARGAT" | BG PLOVDIV04 | Institutional Erasmus Coordinator Assoc. Prof. Maria Stoyanova, mariestoyanova@plovdiv.bg +359 261462 Institutional Administrator Mrs. Nadya Kozleva, nadyakozleva@plovdiv.bg +359 261363 Faculty Agreement Coordinator Assistant Prof. Ivanka Taleva, italeva@hotmail.com +359 261232 | http://uni-plovdiv.bg http://uni-plovdiv.bg/unesco/index/38/ http://shvq.univ-plovdiv.bg/ |

B. Mobility numbers³ per academic year
 (The partners commit to amend the table below in case of changes to the mobility data by no later than the end of January in the preceding academic year.)

| FROM (Erasmus) | TO (Erasmus) | Subject area | Subject area's name | Study cycle | Number of student mobility periods |
|----------------|--------------|--------------|---------------------|-------------|------------------------------------|
|----------------|--------------|--------------|---------------------|-------------|------------------------------------|

⁵ Scanned signatures are accepted
 This institutional agreement can be signed by two or more higher education institutions
 The Erasmus officer in charge of this agreement and of its possible updates
 Mobility numbers can be given per sending/receiving institutions and per academic year (optional)
 http://www.erasmus.eu/Erasmus/Files/International_standard_form/Signatures_of_institutions.pdf