

Erasmus+ Programme

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

Inter-institutional agreement 2017-2021 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 Philosophy and History	BG PLOVDIV04	<u>Institutional Erasmus Coordinator</u> Assoc.Prof. Maria Stoyanova; marianas@uni-plovdiv.bg ; +359 32 261462 <u>Agreements' Administrator</u> Mrs Nadya Kaneva; nadya@uni-plovdiv.bg ; + 359 32 261363 <u>Faculty Agreement' Coordinator</u> Assoc.Prof. Valentin Petroussenko; <u>Vice-Dean and ERASMUS coordination</u> petrus@uni-plovdiv.bg ; +359-32-261-433	https://uni-plovdiv.bg/pages/index/385/ https://uni-plovdiv.bg/pages/index/28/ https://uni-plovdiv.bg/pages/index/42/ http://logos.uni-plovdiv.net/18
Universita degli Studi di Firenze	I FIRENZE 01	Piazza San Marco, 4 50121 Firenze, Italia e-mail: erasmusplus@adm.unifi.it Tel. +39 055 2757682-7690 <i>Head of the Institution</i> Prof.Luigi Dei <i>Academic contact:</i> <i>Soare – Scuola di Scienze Politiche</i> <i>Nigro – Scuola di Studi Umanistici e della Formazione</i>	http://www.unifi.it/changelang-eng.html http://www.unifi.it/cmpro-l-s-43.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 ISCED	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods (students x months)	
					Studies	Traineeships
BG PLOVDIV04	I FIRENZE 01	0222	Humanities	1 st - Bachelor 2 nd - Master	1 x 5 = 5	N/A
		031	Social Sciences	1 st - Bachelor 2 nd - Master	1 x 5 = 5	
I FIRENZE 01	BG PLOVDIV04	0222	Humanities	1 st - Bachelor 2 nd - Master	1 x 5 = 5	
		031	Social Sciences	1 st - Bachelor 2 nd - Master	1 x 5 = 5	

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	I FIRENZE 01	0222	Humanities	1 teacher x 8 days	See section D
		031	Social Sciences	1 teacher x 8 days	
I FIRENZE 01	BG PLOVDIV04	0222	Humanities	1 teacher x 8 days	See section D
		031	Social Sciences	1 teacher x 8 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	EN (only staff)	B1	B2
I FIRENZE 01	031	IT/EN		B1, B2	Contact School coordinator at http://www.unifi.it/vp-743-school-coordinators.html
	0222	IT		B1	

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

Specialized ERASMUS study module in English language offered by BG PLOVDIV04 to incoming students:

<http://logos.uni-plovdiv.net/en/konkursna-sesia>

[http://web.uni-plovdiv.bg/paunov/2015-](http://web.uni-plovdiv.bg/paunov/2015-2016/List%20of%20Subjects%20Taught%20in%20English%20Suitable%20for%20Erasmus%20Law%20Students.pdf)

[2016/List%20of%20Subjects%20Taught%20in%20English%20Suitable%20for%20Erasmus%20Law%20Students.pdf](http://web.uni-plovdiv.bg/paunov/2015-2016/List%20of%20Subjects%20Taught%20in%20English%20Suitable%20for%20Erasmus%20Law%20Students.pdf)

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/>)

Università degli Studi di Firenze (I FIRENZE01):

a- Application forms for incoming students are available in the official website: www.unifi.it – English version: Section: Students / Erasmus students, address: <http://www.unifi.it/cmpro-v-p-10340.html>)

b- There is no official application deadline in UNIFI, but some Schools may ask for it due to organizational reasons, so please address the Erasmus coordinator of the hosting School when nominating your outgoing students (contact list available at: <http://www.unifi.it/vp-743-school-coordinators.html>).

c- Incoming Erasmus students can attend one Italian Language course without paying any fees, but courses are offered starting from A2 level, considering the basic A1 level as acquired. To register to this course students should fill an on-line application available at: Homepage in English: Language Centre, address: <http://www.unifi.it/cmpro-v-p-10309.html>

d- A knowledge of the Italian language corresponding to B1 level is strongly recommended to attend courses in Italian. Officially no certification is required, but some Schools may ask for it, so please address the Erasmus coordinator of the hosting School (<http://www.unifi.it/vp-743-school-coordinators.html>) for further information on language certification requirements when nominating your outgoing students.

e Student mobility for traineeship purposes (SMP) is possible only upon specific or individual agreement (Letter of Intent) between the sending and the hosting School/Department.

f- For the implementation of staff training mobility (STT) a letter of invitation, issued by a contact person in UNIFI, is required.

g- Students and staff with disabilities may ask in advance information on available supports at Centro di Studio e Ricerca per le problematiche delle disabilità (CESPD), e-mail : cespd@unifi.it

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	30 November
I FIRENZE 01	There is no official deadline but please address the Erasmus Coordinator (http://www.unifi.it/vp-743-school-coordinators.html) of the hosting School when nominating your	

	students to UNIFI, because terms may be set for organizational reasons
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2. The receiving institution will send its decision within 3 weeks, I FIRENZE01: 4 weeks
3. A Transcript of Records will be issued by the receiving institution no later than 3 weeks, I FIRENZE01 5 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

I FIRENZE01

UNIFI adopts a system compatible with ECTS. The grading system ranges from 0 to 30, with 18 as passing grade. A "cum laude" may be added to the highest grade (30) as a mention of special distinction.

Under this frame work each School adopts its own conversion tables. UNIFI is currently working on the introduction of the ECTS system.

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@uni-plovdiv.bg + 359 32 261363	https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/pages/index/386/
I FIRENZE 01	http://www.unifi.it/vp-743-school-coordinators.html	http://www.unifi.it/cmpro-v-p-10340.html

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@uni-plovdiv.bg + 359 32 261363	https://uni-plovdiv.bg/pages/index/386/
I FIRENZE 01	http://www.unifi.it/vp-743-school-coordinators.html	http://www.unifi.it/vp-10340-erasmus-students.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@uni-plovdiv.bg + 359 32 261363	https://uni-plovdiv.bg/pages/index/386/
I FIRENZE 01	http://www.unifi.it/vp-743-school-coordinators.html	http://www.unifi.it/vp-10301-catering-and-accommodation.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
BG PLOVDIV04	Prof. Dr. Zapryan Kozludzhov, Rector		
I FIRENZE 01	Prof. Luigi Dei, Rettore	20/12/16	



¹Scanned signatures are accepted

