

Erasmus+ Programme
Key Action 1 – Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2019-2021
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 <small>{email, phone}</small>	Website
PLOVDIVSKI UNIVERSITET "PAISII HILENDARSKI"	BG PLOVDIV04	<u>Institutional Erasmus Coordinator</u> Assoc.Prof. Boryan Yanev; 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> Assoc. Prof. Meglena Zlatkova, PhD Faculty of Philosophy and History E-mail: m_zlatkova@yahoo.com Tel.: +359 32 261 433 Assoc. Prof. Nadya Cherneva, PhD E-mail: ncherneva9@gmail.com Tel.: +359 32 261 357 Faculty of Literature and Linguistics	https://uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/28/ https://en.logos.uni-plovdiv.net/
UNIVERSITÄT KLAGENFURT	A KLAGENF01	<u>Institutional Coordinator:</u> Lidija Lobnig Erasmus+ Institutional Coordinator E-mail: lidija.lobnig@aau.at Tel.: +43 463 2700-9274 <u>Departmental Coordinator:</u> Giustina Selvelli E-mail: giustina.selvelli@aau.at Tel.: +43 463 2700-2020	https://www.aau.at/international/studieren-in-klagenfurt/students-in-mobility-programmes/

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	
					Student Mobility for Studies	Student Mobility for Traineeships
A KLAGENF01	BG PLOVDIV04	0314	Sociology and cultural studies	1 st , 2 nd , 3 rd	4 x 5 months	Only by individual agreement
		022	Literature and Linguistics	1 st , 2 nd , 3 rd	4 x 5 months	Only by individual agreement
BG PLOVDIV04	A KLAGENF01	0314	Sociology and cultural studies	1 st , 2 nd , 3 rd	4 x 5 months	Only by individual agreement
		022	Literature and Linguistics	1 st , 2 nd , 3 rd	4 x 5 months	Only by individual agreement

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code	Subject area name	Number of mobility periods (staff x days)	
				Teaching	Training
BG PLOVDIV04	A KLAGENF01	0314	Sociology and cultural studies	2 teachers x 7 days	1 staff x 7 days
		022	Literature and Linguistics	2 teachers x 7 days	1 staff x 7 days
A KLAGENF01	BG PLOVDIV04	0314	Sociology and cultural studies	2 teachers x 7 days	1 staff x 7 days
		022	Literature and Linguistics	2 teachers x 7 days	1 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]	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	Bulgarian	English	B1	B2
A KLAGENF01	German	English	German: min. B2 and/or English: min. B2	German: min. B2 and/or English: min. B2

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/>)

A KLAGENF01

Staff Mobility for Training and for Teaching: Universität Klagenfurt welcomes applications for a training/teaching period; however it is at the discretion of the department concerned whether or not to accept a staff visitor.

Universität Klagenfurt has a Disabled People's Service, Integrated Studies Unit:

<https://www.aau.at/universitaet/service-kontakt/services-fuer-menschen-mit-behinderungen/>

In order to facilitate the mobility of students and staff with disabilities the best possible way, it is strongly advised to provide the necessary information (e.g. on the nature of the disability, additional assistance/services required) well in advance.

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	June 30th (application)	November 30th (application)
A KLAGENF01	Nomination and application deadline: June 1st	Nomination and application deadline: November 1st

BG PLOVDIV04

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.

A KLAGENF01

2. The receiving institution will send its decision about the acceptance of the nomination(s) within **2** (two) weeks. Official acceptance letter will be issued in due course in accordance with the internal guidelines of the receiving institution.
3. Students can generate their official Transcript of Records electronically directly in the student portal. Students have access to their Transcript of Records in the online system latest until April 30th (winter semester) and/or November 30th (summer semester). After the deadlines, it is only possible to request the Transcript of Records from the Admission Office via e-mail.
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

BG PLOVDIV04

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

A KLAGENF01

1) ECTS credits:

One semester: 30 ECTS credits

One full academic year: 60 ECTS credits

2) Grading according to the Austrian national grading system as defined in Universities Act 2002 – UG, section 72, Para. 2.¹

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/
A KLAGENF01	Elke Thomasser International Office Erasmus+ Incoming E-mail: incoming.exchange@aau.at Tel.: +43 463 2700-9275	https://www.aau.at/international/studieren-in-klagenfurt/entry-and-residence/

¹ Cf. <https://www.ris.bka.gv.at/GeltendeFassung.wxe?Abfrage=Bundesnormen&Gesetzesnummer=20002128>, (03.08.2018).

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/
A KLAGENF01	Elke Thomasser International Office Erasmus+ Incoming E-mail: incoming.exchange@aau.at Tel.: +43 463 2700-9275	https://www.aau.at/international/studieren-in-klagenfurt/students-in-mobility-programmes/



4. Housing

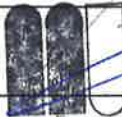
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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/
A KLAGENF01	Housing Office E-mail: housing-klagenfurt@oead.at Tel.: +43 463 2700-9234	https://housing.oead.at/de/unterkuenfte/klagenfurt-de/haeuser-de?view=application&city=klagenfurt

g. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
BG PLOVDIV04	Acc.Prof. Boryan Yanev, PhD Institutional Erasmus Coordinator	08-05-2019	
A KLAGENF01	Dr. Elena Buffa Head of the International Office	13.05.2019	

 UNIVERSITÄT
KLAGENFURT
International Office
Universitätsstraße 65-67, 9020 Klagenfurt/AUSTRIA

¹Scanned signatures are accepted