



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 (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
University of Plovdiv 'Paisii Hilendarski'	BG PLOVDIV04	International Relations Office Institutional Coordinator Assoc.Prof. Boryan Yanev, PhD; byanev@gmail.com; +359 32 261 478 Erasmus+ outgoing students and staff, Agreements Administrator Ms Radosveta Mishevskia; iro@uni-plovdiv.bg; + 359 32 261 363 Erasmus+ Incoming Students Ms Yana Petrova; petrova@uni-plovdiv.bg; phone: + 359 32 261 363 fax: +359 32 635 049 Address: International Relations Office, 24 Tzar Assen St., room 111, 4000 Plovdiv, Plovdiv University Law Faculty Coordinator Asst. Prof. Angel Shopov, PhD; angel.shopov@gmail.com Law Faculty Secretary Responsible for Erasmus + Ms Anna Pavlova phone: + 359 32 261 283 fax: + 359 32 261 378 e-mail: law<@>uni-plovdiv.bg	https://uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/28/ http://en.law.uni-plovdiv.bg/
Krakowska Akademia im. Andrzeja Frycza Modrzewskiego/		Institutional Coordinator Mgr Joanna Skrzypiec	www.ka.edu.pl

Andrzej Frycz Modrzewski Krakow University Faculty of Law Administration and International Relations	PL KRAKOW17	International Office ul. Gustawa Herlinga-Grudzińskiego 1, 30-705 Kraków, Poland phone: +48 12 252 4695 fax: +4812 2524651 email: jskrzypiec@afm.edu.pl Faculty Coordinator Prof. Katarzyna Banasik ul. Gustawa Herlinga-Grudzińskiego 1, 30-705 Kraków phone: +48 12 252 4470 +48 12 252 4471 +48 12 252 4474 fax: +4812 2524473 email: kbanasik@afm.edu.pl
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B. Mobility numbers¹ per academic year

[Paragraph to be added, if the agreement is signed for more than one 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
BG PLOVDIV04	PL KRAKOW17	10.0	Law	1 st / 2 nd / 3 rd	3 student(s) x 5 months each = 15	
PL KRAKOW17	BG PLOVDIV04	10.0	Law	1 st / 2 nd / 3 rd	3 student(s) x 5 months each = 15	

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration*]	Staff Mobility for Training *
BG PLOVDIV04	PL KRAKOW17	10.0	Law	2(14)	1(7)
PL KRAKOW17	BG PLOVDIV04	10.0	Law	2(14)	1(7)

¹ 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>

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	10.0	English	Bulgarian	B1 English or Bulgarian	B2 English or Bulgarian
PL KRAKOW17	10.0	English	Polish	B1 English and Polish	B2 English and Polish

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

D. Additional requirements

PL KRAKOW17

PL KRAKOW17 requirements: all incoming students must be nominated by their home institution before the deadline and the application forms of incoming students and staff have to be sent to the International Relations Office.

The AFMKU has a Disabled People's Service (<http://www.ka.edu.pl/studenci/biuro-ds-studentow-niepelnosprawnych/#n>) to meet the needs of the university population with disabilities, taking into account individual circumstances of each person.

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 30 th	November 30 th
PL KRAKOW17	June 30 th	November 30 th

- The receiving institution will send its decision within **3** weeks.
- A Transcript of Records will be issued by the receiving institution no later than **4** weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
- 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

PL KRAKOW17

The Polish grading scale and the ECTS scale:

Polish Grade	ECTS Grade	Definition	Description
5	A	excellent performance	outstanding performance with only minor errors
4,5	B	very good performance	above the average standard but with some errors
4	C	good performance	generally sound work with a number of notable errors
3,5	D	satisfactory performance	fair but with significant shortcomings
3	E	sufficient performance	performance meets the minimum criteria
2	FX F	fail	some more work required before the credit can be awarded considerable further work is required

ECTS credits

one semester: 30 ECTS credit points

one full academic year: 60 ECTS credit points

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	Law Faculty Coordinator Asst. Prof. Angel Shopov, PhD; angel.shopov@gmail.com Law Faculty Secretary Responsible for Erasmus + Ms Anna Pavlova phone: + 359 32 261 283 fax: + 359 32 261 378	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

	e-mail: law<@>uni-plovdiv.bg	
PL KRAKOW17	wo@malopolska.uw.gov.pl jolszewska@afm.edu.pl	http://www.ka.edu.pl/wspolpraca/llp-erasmus---incoming/ www.malopolska.uw.gov.pl http://www.msz.gov.pl

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	International Relations Office Incoming Students Ms Yana Petrova; petrova@uni-plovdiv.bg; phone: + 359 32 261 363 fax: +359 32 635 049	https://uni-plovdiv.bg/en/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/
PL KRAKOW17	European Commission (Employment, Social Affairs & Inclusion) wf06@nfz.gov.pl	http://ec.europa.eu/social/home.jsp http://www.nfz-krakow.pl/ http://www.ka.edu.pl/wspolpraca/llp-erasmus---incoming/


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	International Relations Office Incoming Students Ms Yana Petrova; petrova@uni-plovdiv.bg; phone: + 359 32 261 363 fax: +359 32 635 049	https://uni-plovdiv.bg/pages/index/160/
PL KRAKOW17	rezerwacja@afm.edu.pl	http://www.ka.edu.pl/wspolpraca/llp-erasmus---incoming/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
BG PLOVDIV04	Prof. Zapryan Kozludzhov, PhD, Rector Plovdiv University	27-11-2017	

² Scanned signatures are accepted

PL KRAKOW17	Prof. dr hab. Jerzy MALEC Rector Prof. nadzw. dr Klemens BUDZOWSKI Chancellor	04.12.2017	Rektor  Prof. zw. dr hab. Jerzy Malec KANCLERZ  Prof. nadzw. dr Klemens Budzowski
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