



Erasmus + Programme

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

Inter-institutional agreement 2015-2020 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)
PLOVDIVSKI UNIVERSITET "PAISII HILENDARSKI"	BG PLOVDIV04	<p><u>Institutional Erasmus Coordinator</u> Assoc.Prof. Maria Stoyanova; marianas@uni-plovdiv.bg; +359 261462</p> <p><u>Agreements' Administrator</u> Mrs Nadya Kaneva; nadya@uni-plovdiv.bg; + 359 261363</p> <p><u>Faculty Agreement' Coordinator</u> Nadya Cherneva, Ph.D.; cherneva@uni-plovdiv.bg; +359 32 261 241</p> <p><u>Academic contact person:</u> Milena Katsarska, English Department milena.katsarska@gmail.com; +359889208398</p>	<p>https://uni-plovdiv.bg</p> <p>https://uni-plovdiv.bg/pages/index/28/</p> <p>http://englishdept.slovo.uni-plovdiv.net/it/?jsessionid=7094846EFC4E989639D466C444E689B5</p>

<p>Universidade Nova de Lisboa</p> <p>Faculdade de Ciências Sociais e Humanas</p>	<p>P LISBOA 03</p>	<p><u>Institutional Coordinator:</u> Prof. Doutor João Sáàgua</p> <p>International Relations Office Campus de Campolide 1099-085 Lisboa, Portugal</p> <p>Tel: +351 213 845 207/ Fax: +351 213 715 621</p> <p><u>Academic Coordinator:</u> Prof. Isabel Oliveira Martins</p> <p><u>Administrative Contact:</u> NCRI – Cooperation and International Relations Office</p> <p>Av. de Berna 26-C / 1069-061 Lisboa, Portugal</p> <p>Email: mobilidade@fcsh.unl.pt Tel: +351 217 908 332 Fax: +351 217 908 303</p>	<p>General: www.unl.pt</p> <p>General: www.fcsh.unl.pt</p> <p>Course Catalogue: www.fcsh.unl.pt/ensino</p>
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B. Mobility numbers¹ 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 [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
BG PLOVDIV04	P LISBOA 03	09.0/222	Foreign Languages (Literature and linguistics)	1 st /2 nd /3 rd	3 students x 5 months	

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>

P LISBOA 03	BG PLOVDIV04	222	Foreign Languages (Literature and linguistics)	1 st /2 nd /3 rd	3 students x 5 months	

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	P LISBOA 03	09.0/222	Foreign Languages (Literature and linguistics)	2 teacher x 7 days	1 staff x 7 days
P LISBOA 03	BG PLOVDIV04	222	Foreign Languages (Literature and Linguistics)	2 teacher 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]	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	P LISBOA 03	EN/SP/FR/GER/TR/RU/BG	EN/RU/BG (staff/lecturers)	B1 (B2 for English)	C1
P LISBOA 03	BG PLOVDIV04	Portuguese A1	English B2	English	B2

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

D. Additional requirements

BG PLOVDIV04 N/A

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)
P LISBOA 03	Nominations: May 31 st Applications: June 30 th	Nominations: October 31 st Applications: November 30 th

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 **5** weeks after the assessment period has finished at the receiving HEI.

4. Termination of the agreement

This agreement will take effect in the **2015** academic year being valid for a period of **5** years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

I. Notify the other institution in writing of its intention, by giving at least a 12 months' notice, stating the date on which it intends to make the termination effective. That is to say, a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.

II. Termination of the agreement will not be penalised.

"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

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	https://uni-plovdiv.bg/pages/index/160/
P LISBOA 03	Email: mobilidade@fcsh.unl.pt Tel: +351 217 908 332	www.fcsh.unl.pt

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	https://uni-plovdiv.bg/pages/index/160/
P LISBOA 03	Email: mobilidade@fcsh.unl.pt Tel: +351 217 908 332	www.fcsh.unl.pt



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	https://uni-plovdiv.bg/pages/index/160/
P LISBOA 03	Email: mobilidade@fcsh.unl.pt Tel: +351 217 908 332	www.fcsh.unl.pt

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
BG PLOVDIV04	Prof. Zapryan Kozludzhov, Rector		
P LISBOA 03	Prof. Doutor João Sáàgua Vice-rector for International Relations	19-10-2015	
	Official stamp		

² Scanned signatures are accepted