



Erasmus+ Programme
Inter-institutional¹ agreement 2017/18-2020/21
between programme countries
[Minimum requirements]²
Higher Education Student and Staff Mobility
Mobility for learners and staff (Key Action 1)

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

| Universidade de Lisboa P LISBOA 109 | Plovdivski Universitet Paisii Hilendarski BG PLOVDIV 04 |
|---|---|
| <p>Faculdade de Letras da Universidade de Lisboa - School of Arts and Humanities ULisboa</p> <p>www.lettras.ulisboa.pt</p> <p>International Cooperation Office Alameda da Universidade 1600-214 Lisboa Tel. + 351 21 792 00 65</p> <p>agreement@lettras.ulisboa.pt; internacional@lettras.ulisboa.pt</p> <p>Erasmus Institutional Coordinator: Prof. Doutor Paulo Farmhouse Alberto</p> <p>Departmental Coordinator: Prof. Gueorgui Hristovsky ghristovsky@campus.ul.pt</p> | <p>Faculty of Philology</p> <p>www.slovo.uni-plovdiv.net</p> <p>Institutional Erasmus Coordinator Assoc.Prof. Boryan Yanev, PhD; byanev@gmail.com; +359 32 261 478</p> <p>Agreements' Administrator Mrs Radosveta Mishevaska; iro@uni-plovdiv.bg; + 359 32 261363</p> <p>Faculty Agreement' Coordinator Assoc.Prof. Nadya Cherneva, PhD; ncherneva9@gmail.com; +359 32 261 241</p> |

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

² Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

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 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 , 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 * |
| P LISBOA 109 | BG PLOVDIV 04 | 09.0/222/0 23 | Languages and Philology. | 1 st , 2 nd , 3 rd | 2 students x 5 months | N.A. |
| BG PLOVDIV 04 | P LISBOA 109 | 09.0/222/0 23 | Languages and Philology | 1 st , 2 nd , 3 rd | 2 students x 5 months | N.A. |

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

| 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 * |
| P LISBOA 109 | BG PLOVDIV 04 | 09.0/222/0 23 | Languages and Philology | 1 STAFF/5 days 8 hours | 1 STAFF/5 days |
| BG PLOVDIV 04 | P LISBOA 109 | | | | |

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:

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>)

| 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] |
| P LISBOA 109 | | Portuguese | English (depending on the Curricular Unit/Professor) | B1 | C1 |
| BG PLOVDIV 04 | | Bulgarian | English Russian (depending on the Curricular Unit/Professor) | B1 | B2 |

P LISBOA 109: For more details on the language of instruction recommendations:
<http://www.iclp.lettras.ulisboa.pt/>

D. Additional requirements

P LISBOA109:

Additional requirements at Universidade de Lisboa – School of Arts and Humanities

FLUL Welcome Day is compulsory for incoming students.

Procedures and deadlines: <http://www.lettras.ulisboa.pt/pt/internacional/incoming/erasmus/248-erasmus-estudos-en>

E. Calendar

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

| Receiving institution [Erasmus code] | Autumn term [month] | Spring term [month] |
|---|--|--|
| P LISBOA 109 | Nominations: May Applications: June | Nominations: October Applications: November |
| BG PLOVDIV 04 | 30 June (applic) | 30 November (applic) |

2. **P LISBOA 109:** The receiving institution will send its decision/acceptance within 6 weeks after the application deadlines.

⁴ For 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>

3. Academic Calendar

| Receiving institution [Erasmus code] | Autumn term [from - to] | Spring term [from - to] |
|---|----------------------------|----------------------------|
| P LISBOA 109 ⁵ | September - January | February - June |
| BG PLOVDIV 04 | September - January | February - June |

4. **P LISBOA 109:** A Transcript of Records will be issued no later than 8 weeks after the assessment period has finished. The International Cooperation Office will not be responsible for the delay of the registration of grades by each professor.

BG PLOVDIV 04: A Transcript of Records will be issued no later than 4 weeks after the assessment period has finished. The International Cooperation Office will not be responsible for the delay of the registration of grades by each professor.

5. Termination of the agreement

It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September year N will only take effect as of 1 September year N+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.





F. Information

| | P LISBOA 109 | BG PLOVDIV 04 | | | | | | | | | | | | | | |
|------------------------------------|---|---|-----------------|-------------|-------------|-----------------------|-----------------|-----------------------|-----------|------------------|------------|------------------------|----------|--------------------------|------------|------------------------------|
| WWW for Incoming Students | http://www.lettras.ulisboa.pt/pt/internacional/incoming/erasmus | petrova@uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/ | | | | | | | | | | | | | | |
| Grading system / ECTS Users' Guide | http://www.lettras.ulisboa.pt/pt/internacional/outras-informacoes/reconhecimento-academico | <table border="1"> <thead> <tr> <th>Bulgarian Grade</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Отличен (6)</td> <td>Excellent performance</td> </tr> <tr> <td>Много Добър (5)</td> <td>Very good performance</td> </tr> <tr> <td>Добър (4)</td> <td>Good performance</td> </tr> <tr> <td>Среден (3)</td> <td>Acceptable performance</td> </tr> <tr> <td>Слаб (2)</td> <td>Insufficient performance</td> </tr> <tr> <td>Не се явил</td> <td>Exam not done by the student</td> </tr> </tbody> </table> | 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 |
| 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 | | | | | | | | | | | | | | | |
| Course Catalogue | http://www.lettras.ulisboa.pt/pt/cursos | petrova@uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/ | | | | | | | | | | | | | | |
| Housing | http://www.lettras.ulisboa.pt/pt/internacional/incoming/informacoes-uteis/92-alojamento | petrova@uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/ | | | | | | | | | | | | | | |

⁵ See information sheet for the current year <http://www.lettras.ulisboa.pt/pt/cursos/calendario-escolar>

| | | |
|--------------------------------------|---|---|
| Visa Information | http://www.lettras.ulisboa.pt/pt/internacional/incoming/informacoes-uteis/96-vistos | petrova@uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/ |
| Insurance Information | http://www.lettras.ulisboa.pt/pt/estudantes/alunos/outras-informacoes | petrova@uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/ |
| Students and Staff with Disabilities | http://www.lettras.ulisboa.pt/pt/estudantes/alunos/estatutos-especiais/146-alunos-com-necessidades-educativas-especiais#incoming | petrova@uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/en/pages/index/386/ |

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

| Institution [Erasmus code] | Name, function | Date | Signature ⁶ |
|--|---|----------------|--|
| P LISBOA 109 Faculdade de Letras – School of Arts and Humanities ULisboa | Prof. Doutor Paulo Farmhouse Alberto, Dean | 30.11. 2017 |   |
| BG PLOVDIV 04 | Assoc. Prof. Boryan Yanev, PhD Institutional Erasmus Coordinator | 03/08/2017 |   |

⁶ Scanned signatures are accepted