



Erasmus+ Programme
Key Action 1 – Mobility for learners and staff –
Higher Education Student and Staff Mobility
Inter-institutional agreement 2014-2021
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"	BG PLOVDIV04	<u>Institutional Erasmus Coordinator</u> Assoc.Prof. Maria Stoyanova; marianas@uni-plovdiv.bg ; +359 261462 <u>Agreements' Administrator</u> Mrs Nadya Kaneva; nadya@uni-plovdiv.bg ; + 359 261363 <u>Faculty Agreement' Coordinator</u> Assoc. Prof. Maria Marudova margo@uni-plovdiv.bg	https://uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/28/
Aix-Marseille Université	F MARSEIL84	Matthieu Porhel , Administrative Coordinator for Sciences Matthieu.porhel@univ-amu.fr Tel: +33 (0) 413 550 403 Pr Yves ELSKENS , Departmental Coordinator for Physics Yves.elskens@univ-amu.fr	University Home page http://www.univ-amu.fr/ International relations Office http://dri.univ-amu.fr/ Course Catalogue – Faculty of Sciences http://sciences.univ-amu.fr/licences http://sciences.univ-amu.fr/masters

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	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods (students x months) Studies Traineeships
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BG PLOVDIV04	F MARSEIL84	0533 (13.2)	Physics	3 rd - PhD	1x5	N/A
F MARSEIL84	BG PLOVDIV04	0533 (13.2)	Physics	3 rd - PhD	1x5	N/A
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	F MARSEIL84	0533 (13.2)	Physics	1 teachers x 7 days		
F MARSEIL 84	BG PLOVDIV04	0533 (13.2)	Physics	1 teachers x 5 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		EN		B1	B2
F MARSEIL84		French		B1	B2

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

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/>)

F MARSEIL84

- Exchange studies for PhD students are organized according to individual plans.

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)
F MARSEIL84	May 31 st	November 15 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 **3** 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

FMARSEIL84: In the French university system, each course is graded on a scale from 0 to 20 points. When a student does not take the corresponding examination or final assessment, this is reflected as Absent. To pass a course unit, a student must receive a grade of at least 10 points out of 20.

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/
F MARSEIL84	See Annex to Agreement – Factsheet – Sciences studies	See Annex to Agreement – Factsheet – Sciences studies

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/
F MARSEIL84	See Annex to Agreement – Factsheet – Sciences studies	See Annex to Agreement – Factsheet – Sciences studies


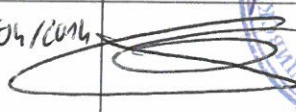
4. Housing

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/
F MARSEIL84	See Annex to Agreement – Factsheet – Sciences studies	See Annex to Agreement – Factsheet – Sciences studies

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ¹
BG PLOVDIV04	Prof. Zapryan Kozludzhov, Rector	28/03/14	
F MARSEIL84	Pr. Sylvie DAVIET, Vice-présidente chargée des Relations Internationales	17/04/2014	



¹Scanned signatures are accepted

Annex to Erasmus+ Inter-Institutional Agreement

Factsheet – Sciences studies

1. Institutional Information

1.1. Institutional details

Name of the institution	Aix-Marseille University
Erasmus Code	F MARSEIL84
Institution website	http://www.univ-amu.fr
Online course catalogues FACULTY OF SCIENCES	Undergraduate studies : http://sciences.univ-amu.fr/licences Post-graduate studies : http://sciences.univ-amu.fr/masters
Online course catalogues OBSERVATORY FOR ERATH SCIENCES AND ASTRONOMY (OSU- PYTHEAS)	http://www.pytheas.univ-amu.fr/?-Offre-de-formation- Courses available at the OSU-Pytheas concern post-graduate studies in the fields of Earth and environmental sciences. For undergraduate studies in these fields, please refer to above (Faculty of sciences)

1.2. Main contacts

Director of International Relations	Dr. Ariane BLIEK E-mail : Ariane.bliek@univ-amu.fr
ERASMUS Sciences Administrative Coordinator ERASMUS Sciences Agreement	Matthieu PORHEL Tel : +33-4-1355-0403 E-mail : matthieu.porhel@univ-amu.fr
ERASMUS Incoming students Scientific courses are held on 4 different campuses (3 in Marseille and 1 in Aix). http://sciences.univ-amu.fr/localisation Details on the curricula's locations are given in the online course catalogues (cf. 1.1).	Jocelyne NICOD (campus Marseille -Saint-Jérôme) Tel : +33-4-9128-9008 E-mail : Jocelyne.nicod@univ-amu.fr Delphine MOREAU (campus Marseille Saint-Charles) Tel : +33-4-1355-3230 E-mail : delphine.moreau@univ-amu.fr Catherine HAGUENAUER (campus Marseille Luminy) Tel : +33-4-9182-9027 E-mail : catherine.haguenauer@univ-amu.fr Sabine ROUX (campus Aix-en-Provence Montperrin) Tel : +33-4-9128-9008 / +33-4-4295-2833 E-mail : sabine.roux@univ-amu.fr
ERASMUS Outgoing students – Coordinator	Matthieu PORHEL Tel : +33-4-1355-0403 E-mail : matthieu.porhel@univ-amu.fr
Departmental coordinators Departmental coordinators for international students are contacted for any question related to pedagogical issues (courses, schedule,...)	List of departmental coordinators available online at : http://dri.univ-amu.fr/fr/etudiant-entrant-sciences

2. Detailed requirements and additional information

2.1. Recommended language skills

The sending institution, following agreement with our 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:

Type of mobility	Subject area	Language(s) of instruction	Recommended language of instruction level *
Student Mobility for Studies	Any	FRENCH	B1 minimum
Staff Mobility for Teaching	Any	FRENCH	B2 minimum

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

For more details on the language of instruction recommendations, please refer to our course catalogue.

2.2. Application process

Once nominated at Aix-Marseille University, incoming students have to go through the application process so that the Faculty of Sciences examine their candidacy. Each student will receive a letter of acceptance or refusal.

Application process: <http://dri.univ-amu.fr/fr/etudiant-entrant-sciences>

2.3. Calendar

2.3.1. Nomination Deadlines

Applications/information on students nominated must reach our institution by:

Autumn term	May 31th
Spring term	November 15th

2.3.2. Decision Response

We will send our decision within 4 weeks upon reception of the student's application form (cf. 2.2).

2.3.3. Transcripts of Records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at our institution.

2.3.4. Termination of Agreement

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 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

3. Additional information

3.1. Visa

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, 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 :

Contact details	See contact détails in section 1.2 above (section Erasmus Incoming students) depending on the campus of studies
Website	http://www.diplomatie.gouv.fr/fr/venir-en-france-22365/etudier-en-france-12794/demarches-administratives/article/visas-etudiants

3.2. Insurance

Our institutions will provide assistance in obtaining insurance for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.

http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

We will inform incoming students/staff of cases in which insurance cover is not automatically provided.

Information and assistance can be provided by the following contact points and information sources :

Contact details	See contact détails in section 1.2 above (section Erasmus Incoming students) depending on the campus of studies
Website	http://dri.univ-amu.fr/fr/programme-dechanges#assurance

3.3. Housing

Our institution will guide incoming student/staff 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 :

HOUSING contacts persons	<p>Jocelyne NICOD (campus Marseille Saint-Jérôme) Tel : +33-4-9128-9008 E-mail : Jocelyne.nicod@univ-amu.fr</p> <p>Delphine MOREAU (campus Marseille Saint-Charles) Tel : +33-4-1355-3230 E-mail : delphine.moreau@univ-amu.fr</p> <p>Catherine HAGUENAUER (campus Marseille Luminy) Tel : +33-4-9182-9027 E-mail : catherine.haguenauer@univ-amu.fr</p> <p>Sabine ROUX (campus Aix-en-Provence Montperrin) Tel : +33-4-9128-9008 / +33-4-4295-2833 E-mail : sabine.roux@univ-amu.fr</p>
Website	http://www.interlog.crous-aix-marseille.fr

