

Erasmus+ Programme

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

Inter-institutional¹ agreement 2014/15-2020/21² 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 ³ (email, phone)	Website (eg. of the course catalogue)
Plovdiv University "Paisii Hilendarski" 24, Tsar Asen St. 4000 Plovdiv	BG Plovdiv04	Agreements' Administrator Mrs Nadya Kaneva: nadya@uni-plovdiv.bg ; + 359 32 261363 Institutional Erasmus Coordinator Assoc. Prof. Maria Stoyanova: marianas@uni-plovdiv.bg	https://uni-plovdiv.bg/pages/index/160/

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

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¹ Higher Education Institutions have to agree on the period of validity of this agreement

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¹ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		+359 32 261462	
Charles University in Prague Faculty of Arts Institute of World History	CZ Praha07	PhDr. Mgr. Ondřej Vojtěchovský Ph.D. ondrej.vojtechovsky@ff.cuni.cz +420 221 619 254	www.ff.cuni.cz

B. Mobility numbers⁴ per academic year

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 **October** 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 students and total number of months*]	Student Mobility for Traineeships *
BG Plovdiv04	CZ Praha07	31/22	Social Sciences/ Humanities	1,2,3	2 (10)	--
CZ Praha07	BG Plovdiv04	31/22	Social Sciences/ Humanities	1,2,3	2 (10)	--

[*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 *	
BG Plovdiv04	CZ Praha07	31/22	Social Sciences/ Humanities	1	5	To be confirmed
CZ Praha07	BG Plovdiv04	31/22	Social Sciences/ Humanities	1	5	To be confirmed

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 ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG Plovdiv04		Bulgarian	English	B1	B2
CZ Praha07		English	Czech	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [links provided on the first page].

D. Additional requirements^{5a}

Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities:

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://www.uni-plovdiv.bg/pages/index/160>).

E. Calendar

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

Receiving institution [Erasmus code]	Autumn semester* [month]	Spring semester* [month]
BG Plovdiv04	Application deadline: 30 June	Application deadline: 30 November
CZ Praha07	June 15 th	October 31 st

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¹ 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>

^{1a} To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within the following time frame:

BG Plovdiv04: The institution will send its decision within 3 weeks after the application deadline.

Partner Institution:

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. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*

4. Termination of the agreement

This agreement will be in effect for the full duration of the ERASMUS+ Programme. In case of premature termination, a notice of at least one academic year will 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. 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^{6a}

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

Partner Institution

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/
CZ Praha07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2045.html

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/
CZ Praha07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2045.html

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/
CZ Praha07	erasmus@ruk.cuni.cz +420 224 491 710	http://www.cuni.cz/UK-2073.html

G. SIGNATURES OF THE INSTITUTIONS (legal representatives or delegates)

Institution [Erasmus code]	Name, function	Date	Signature⁶
BG Plovdiv04	Prof. Zapryan Kozludzhov,		

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^{6a} It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide (http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm). A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

⁶ Scanned signatures are accepted

	Rector		
CZ Praha07	doc. Mirjam Friedová, Ph.D. <i>Dean</i>	14. 03. 2014	

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