



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility Inter-institutional¹ agreement 2014-2021² between programme countries

A. Information about higher education institutions

Name of the institution	Erasmus code	Contact details	Website (eg. of the course catalogue)
Università di Siena	I SIENA01	Institutional Coord. Prof. Alessandra Viviani	http:// en.unisi.it http://www.unisi.it/scegli-il-tuo-percorso http://www.unisi.it/internazionale/exchange-student http://www.unisi.it/internazionale/offerta-formativa-lingua-inglese
		International Relations Office, Bilateral agreements	erasmus.agr@unisi.it Tel: +390577232391 /2026 /2422
		International Relations Office, Outgoing students	erasmus.out@unisi.it Tel: +390577232391 /2026 /2422
		International Relations Office, Incoming students incoming@unisi.it	Tel: +390577232158 / 2025 /2496 Fax: +390577232392
PLOVDIVSKI UNIVERSITET "PAISII HILENDARSKI "	BG PLOVDIV04	<u>Institutional Erasmus Coordinator</u> Assoc.Prof.PhDMaria Stoyanova; <u>IRO- Agreements' Administrator</u> Mrs Nadya Kaneva; nadya@uni-plovdiv.bg ; <u>Law Faculty Erasmus Coordinator</u> Assist. Prof. Angel Shopov, PhD; angel.shopov@gmail.com	https://uni-plovdiv.bg marianas@uni-plovdiv.bg ; https://uni-plovdiv. bg/pages/index/28/ + 359 32261363 Fax + 359 32 635049 http://en.law.uniplovdiv.bg/

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

² Higher Education Institutions have to agree on the period of validity of this agreement

B. Mobility numbers³ per 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 1 st , 2 nd or 3 rd	Number of student mobility periods	
					Student Mobility for Studies	Student Mobility for Traineeships *
I SIENA01	BG PLOVDIV04	38	Law	1 st / 2 nd / 3 rd	3 student(s) x 5 months each = 15	
BG PLOVDIV04	I SIENA01	38	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 *	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
I SIENA01	BG PLOVDIV04	38	Law	2x7=14	1x7
BG PLOVDIV04	I SIENA01	38	Law	2x7=14	1x7

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 ⁴	
				Student Mobility for Studies	Staff Mobility for Teaching
I SIENA01		Italian	English (some courses)	Italian 1 st cycle: A2 2 nd and 3 rd B1 English B1	

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>

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>

BG PLOVDIV04		Bulgarian	English (some courses)	B1 English or Bulgarian	B2 English or Bulgarian
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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

I SIENA01. The participation at the Welcome week being held on the last week of September (1st semester) and the last week of February (2nd semester) is strongly recommended.

The University of Siena has the infrastructure and staff to welcome students and staff with disabilities: <http://www.unisi.it/accoglienza-disabili-e-servizi-dsa>

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/>)

E. Calendar

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

Receiving institution	Winter term ⁵ [month]	Summer term ⁶ [month]
I SIENA01	Nomination to: incoming@unisi.it Deadline: May 31st	Nomination to: incoming@unisi.it Deadline: October 31st
	Student's application to: incoming@unisi.it Deadline June 30th	Student's application to: incoming@unisi.it Deadline November 30th
I SIENA01: Academic Year (Courses Period)	October 1 st – February 28 th (Beginning of October – End of Jan)	March 1 st – July 31 st (Beginning of March – End of June)
BG PLOVDIV04	Student's application to: iro@uni-plovdiv.bg Deadline 30 June	Student's application to: iro@uni-plovdiv.bg Deadline 30 November
BG PLOVDIV04: Academic Year (Courses Period)	October 1 st – February 20 th Beginning of October –20th January)	February 21 st – June 30 th (End of February – End of May)

2. The receiving institution will send its decision within 2 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 30 days after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

⁵ To be adapted in case of a trimester system.

⁶ To be adapted in case of a trimester system.

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 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."]

F. Information

1. Grading systems of the institutions

I SIENA01. The grading system of the University of Siena is currently under revision.

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

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
I SIENA01	International Relations Office incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	http://en.unisi.it/international/general-information-students/entry-visa-and-temporary-residency-permit
BG PLOVDIV04	iro@uni-plovdiv.bg Tel + 359 32 261 363 Fax + 359 32 635 049	https://uni-plovdiv.bg/pages/index/160/

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
I SIENA01	International Relations Office incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	http://www.unisi.it/didattica/usiena-welcome/assicurazioni-gli-studenti
BG PLOVDIV04	International Relations Office iro@uni-plovdiv.bg Tel + 359 32261363 Fax + 359 32635049	https://uni-plovdiv.bg/pages/index/160/

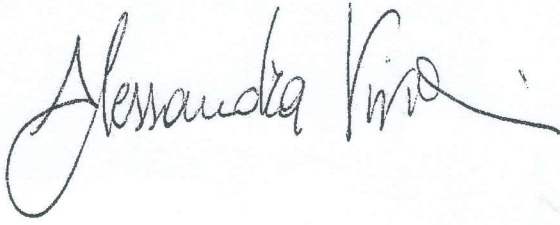
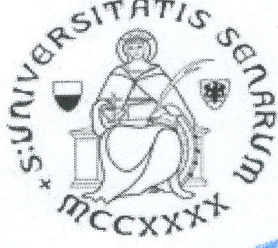
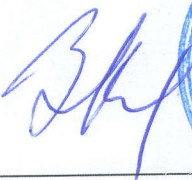

4. Housing

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
I SIENA01	International Relations Office incoming@unisi.it Tel: +390577232158 / 2025 /2496 Fax: +390577232392	http://en.unisi.it/international/general-information-students/accommodation http://www.unisi.it/internazionale/international-place/vivere-siena/alloggio
BG PLOVDIV04	International Relations Office iro@uni-plovdiv.bg Tel + 359 32261363 Fax + 359 32635049	https://uni-plovdiv.bg/pages/index/160/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
I SIENA01	Prof. Alessandra Viviani Vice-rector for the International Relations		
			
BG PLOVDIV04	Prof. Zapryan Kozludzhov, PhD Rector Plovdiv University		 

⁷ Scanned signatures are accepted