



Erasmus+ Programme

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

Inter-institutional agreement 2014-20[21] 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)
Paisii Hilendarski University of Plovdiv Faculty of Philology	BG PLOVDIV04	<p><u>Institutional Erasmus Coordinator:</u> Maria Stoyanova; marianas@uni-plovdiv.bg tel. +359 32 261 462</p> <p><u>Agreements Administrator:</u> Nadya Kaneva nadya@uni-plovdiv.bg tel. +359 32 261 363</p> <p><u>Faculty Coordinator:</u> Nadya Cherneva cherneva@uni-plovdiv.bg tel. +359 32 261241</p> <p><u>Academic Contact Person:</u> Maria Kowalska wiktosia@abv.bg</p>	<p>https://uni-plovdiv.bg</p> <p>https://uni-plovdiv.bg/pages/index/28</p>
Higher Vocational State School in Wloclawek	PL WLOCLAW02	<p>Małgorzata Waśk ul. 3-go Maja 17 87-800 Wloclawek, tel: +48542316080, +48668075512, fax: +48542314352, malgorzata.wask@pwsz.wloclawek.pl</p>	<p>www.pwsz.wloclawek.pl</p> <p>http://psww.pl/studia/ec</p> <p>ts</p>

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 * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Total number of students	Total number of months
BG PLOVDIV04	PL WLOCLAW02	222	Foreign languages	1, 2, 3	4	20
PL WLOCLAW02	BG PLOVDIV04	222	Foreign languages	1, 2, 3	4	20

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	Staff Mobility for Training *
BG PLOVDIV04	PL WLOCLAW02	222	Foreign languages	2 teachers x 1 week	1
PL WLOCLAW02	BG PLOVDIV04	222	Foreign languages	2 teachers x 1 week	2

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	Staff Mobility for Teaching
BG PLOVDIV04	222	BULGARIAN	POLISH, ENGLISH, RUSSIAN	B1	B2
PL WLOCLAW02		POLISH	DE, EN, RU	B2 English/German/Russian/Polish	B2 English/German/Russian/Polish

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

BG PLOVDIV04: <https://uni-plovdiv.bg> <https://uni-plovdiv.bg/pages/index/28>

D. Additional requirements

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/28>)

Higher Vocational State School in Wloclawek:

*For students: Apart from LA and Application form 3 photos and copy of ID are needed.
For staff mobility: Apart from teaching or training program application form is needed
<http://psww.pl/node/5023>*

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	June 30th	November 30th
PL WLOCLAW02	June 15th	December 15th

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 4 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

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. "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

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

Higher Vocational State School in Wloclawek:

5 – Excellent 4,5 – Very good 4 – Good 3,5 – Satisfactory 3 – Pass 2 - Fail

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
PL WLOCLAW02	malgorzata.wask@pwsz.wloclawek.pl +48 668075512	

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
PL WLOCLAW02	malgorzata.wask@pwsz.wloclawek.pl +48 668075512	

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	

		plovdiv.bg/pages/index/160
PL WLOCLAW02	malgorzata.wask@pwsz.wloclawek.pl +48 668075512	www.pwsz.wloclawek.pl

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature
BG PLOVDIV04	Prof. Zapryan Kozludzhov, PhD, Rector	28.02.2014	
PL WLOCLAW02	prof. zw. dr hab. Tadeusz Dubicki-Rector	24.02.2014	REKTOR 

prof. zw. dr hab. Tadeusz Dubicki

