

## Erasmus+ Programme

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

#### Inter-institutional<sup>1</sup> agreement 2015/16-2020/21<sup>2</sup> 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 <sup>3</sup> (email, phone)	Website (eg. of the course catalogue)
<b>Plovdiv University "Paisii Hilendarski"</b> 24, Tsar Asen St. 4000 Plovdiv	BG Plovdiv04	Agreements' Administrator Mrs Nadya Kaneva: <a href="mailto:nadya@uni-plovdiv.bg">nadya@uni-plovdiv.bg</a> ; + 359 32 261363  Institutional Erasmus Coordinator Assoc. Prof. Maria Stoyanova: <a href="mailto:marianas@uni-plovdiv.bg">marianas@uni-plovdiv.bg</a> +359 32 261462	<a href="https://uni-plovdiv.bg/pages/index/160/">https://uni-plovdiv.bg/pages/index/160/</a>
Sveučilište u Zagrebu (University of Zagreb) Filozofski fakultet (Faculty of Humanities and Social Sciences) Postal address: <b>FILOZOFSKI FAKULTET / OFFICE FOR INTERNATIONAL COOPERATION Ivana LUČIĆA 3, 10 000 ZAGREB, CROATIA</b> Office for International Cooperation: <a href="mailto:tveljo@ffzg.hr">tveljo@ffzg.hr</a> Phone: ++ 385 1 6120266; Fax: ++ 385 1 6156 879; <a href="http://www.ffzg.hr/international/">http://www.ffzg.hr/international/</a>	HR ZAGREB 01	<u>Institutional coordinator</u> : University of Zagreb Ida Ogulinac (Ms), <a href="mailto:erasmus.coordinator@unizg.hr">erasmus.coordinator@unizg.hr</a> , Tel: +385-1-46-98-165 Faculty of Humanities and Social Sciences Department of <b>History</b> Dr. Vjeran Kursar Phone: ++ 385 1 6120 157; Email: <a href="mailto:kursar@gmail.com">kursar@gmail.com</a> Department of <b>Ethnology and Cultural Anthropology</b> , Dr. Petra Kelemen, Departmental Coordinator; phone: +38516120127, fax: +38516120232, <a href="mailto:pkelemen@ffzg.hr">pkelemen@ffzg.hr</a> Department of <b>Sociology</b> Prof Dragan Bagić, PhD <a href="mailto:dbagic@ffzg.hr">dbagic@ffzg.hr</a> Faculty Chair of <b>Anthropology</b> Departmental coordinator Maja Adžija tel: + 3851 6120 276 Email: <a href="mailto:madzija@ffzg.hr">madzija@ffzg.hr</a>	<a href="http://international.unizg.hr/international_students/exchange_students">http://international.unizg.hr/international_students/exchange_students</a>

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<sup>1</sup> Inter-institutional agreements can be signed by two or more higher education Institutions

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<sup>2</sup> Higher Education Institutions have to agree on the period of validity of this agreement

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<sup>3</sup> Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>4</sup> 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 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] *	Number of student mobility periods	
					Student Mobility for Studies  [total number of students and total number of months*]	Student Mobility for Traineeships *
BG Plovdiv04	HR ZAGREB 01	031	Social Sciences (Sociology, Anthropology)	1,2,3	1 (5 months)	--
		0222	History	1,2, 3	1 (5 months)	
		022	Humanities (Ethnology and Cultural Anthropology)	1,2,3	1 (5 months)	
HR ZAGREB 01	BG Plovdiv04	031	Social Sciences (Sociology, Anthropology)	1,2,3	1 (5 months)	--
		0222	History	1,2, 3	1 (5 months)	
		022	Humanities (Ethnology and Cultural Anthropology)	1,2,3	1 (5 months)	

[\*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	HR ZAGREB 01	031	Social Sciences (Sociology, Anthropology)	1	5	To be confirmed /1?
				1	5	

		0222	History			1 person x 5 days
		022	Humanities (Ethnology and Cultural Anthropology)	1	5 days	
HR ZAGREB 01	BG Plovdiv04	031	Social Sciences (Sociology, Anthropology)	1	5	1 person x 5 days
		0222	History	1	5	
		022	Humanities (Ethnology and Cultural Anthropology)	1	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 <sup>5</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG Plovdiv04		Bulgarian	English	B1	B2
HR ZAGREB 01		Croatian	English	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<sup>5a</sup>

HR ZAGREB01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: [incoming@unizg.hr](mailto:incoming@unizg.hr)

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

<sup>1</sup> 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>

<sup>1a</sup> 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

		November
HR ZAGREB01:	10 May	10 November

[\* 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.

**HR ZAGREB01:** The receiving institution will send its decision within 8 weeks.

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<sup>6a</sup>

#### 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

HR ZAGREB 01: [http://international.unizg.hr/international\\_students/exchange\\_students/academic\\_information](http://international.unizg.hr/international_students/exchange_students/academic_information)

### 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	<a href="mailto:iro@uni-plovdiv.bg">iro@uni-plovdiv.bg</a>	<a href="https://uni-plovdiv.bg/pages/index/160/">https://uni-plovdiv.bg/pages/index/160/</a>
HR ZAGREB01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a> , 00385 (0)1 4698105	<a href="http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb">http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb</a>

### 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	<a href="mailto:iro@uni-plovdiv.bg">iro@uni-plovdiv.bg</a>	<a href="https://uni-plovdiv.bg/pages/index/160/">https://uni-plovdiv.bg/pages/index/160/</a>
HR ZAGREB01	<a href="mailto:incoming@unizg.hr">incoming@unizg.hr</a> , 00385 (0)1 4698105	<a href="http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb">http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb</a>

#### 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
HR ZAGREB01	<a href="mailto:vlado.levak@sczg.hr">vlado.levak@sczg.hr</a>	<a href="http://international.unizg.hr/international_students/exchange_students/student_services/housing">http://international.unizg.hr/international_students/exchange_students/student_services/housing</a>
BG Plovdiv04	<a href="mailto:iro@uni-plovdiv.bg">iro@uni-plovdiv.bg</a>	<a href="https://uni-plovdiv.bg/pages/index/160/">https://uni-plovdiv.bg/pages/index/160/</a>

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

Institution [Erasmus code]	Name, function	Date	Signature <sup>6</sup>
BG Plovdiv04	Prof. Zapryan Kozludzhev, Rector	29.09.14	 signature and stamp
HR ZAGREB 01	Prof. Damir Boras, PhD Dean* Prof. Marko Juranić PhD Acting dean	01.12.2014	 signature and stamp

\* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty

<sup>6a</sup> 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](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.

<sup>6</sup> Scanned signatures are accepted