



Erasmus + Programme

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

Inter-institutional agreement 2014-2020 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)
PLOVDIV UNIVERSITY "PAISSIY HILENDARSKI" Faculty of Education	BG PLOVDIV04	Institutional Erasmus Coordinator Assoc.Prof. Maria Stoyanova; marianas@uni-plovdiv.bg; +359 261462 Agreements' Administrator Mrs Nadya Kaneva; nadya@uni-plovdiv.bg; + 359 261363 Faculty Agreement' Coordinator Youri IANAKIEV, PhD Tel.: (00359) 886 866-508 ianakiev@uni-plovdiv.bg; youri.ianakiev@gmail.com	https://uni-plovdiv.bg/pages/index/287/
WYŻSZA SZKOŁA BIZNESU W DĄBROWIE GÓRNICZEJ	PL DABROWA01	Prof. Katarzyna Szczepańska-Woszczyna, Vice-Rector for International Relations,	http://www.wsb.edu.pl/wsb-english,m,en,324

THE ACADEMY OF BUSINESS IN DABROWA GRONICZA POLAND		ul. Cieplaka 1c, 41-300 Dabrowa Górnicza, Poland Tel: +48 32 295 83 40; Fax: +48 32 295 93 44; E-mail: ksczepanska@wsb.edu.pl Dominika Czerniak - International Relations/ERASMUS Coordinator dczerniak@wsb.edu.pl Katarzyna Sroka - International Relations/ERASMUS Coordinator Ul. Cieplaka 1c, 41-300 Dabrowa Górnicza, Poland Tel: +48 32 295 83 16; Fax: +48 32 295 93 44; E-mail: ksroka@wsb.edu.pl	http://www.wsb.edu.pl/faculties,m,en,1304
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B. Mobility numbers¹ 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 periods Student Mobility for Studies [total number of months of the study periods or average duration*]	mobility Student Mobility for Traineeships *
BG PLOVDIV04	PL DABROWA01	140	Teacher training and Education	1 st , 2 nd	2 x 4	
		310	Social and behavioural science (broad programmes)	1 st , 2 nd	2 x 4	
PL DABROWA01	BG PLOVDIV04	140	Teacher training and Education	1 st , 2 nd 3 rd	2 x 4	

¹ 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>)

		310	Social and behavioural science (broad programmes)	1 st , 2 nd	2 x 4	
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FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code * [ISCED]	Subject area name *	Number of mobility periods Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training *
BG PLOVDIV04	PL DABROWA01	140	Teacher training and Education	Teachers: 2 Weeks: 2	
PL DABROWA01	BG PLOVDIV04	140	Teacher training and Education	Teachers: 2 Weeks: 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 [Minimum recommended level: B1]	Staff Mobility for Teaching, [Minimum recommended level: B2]
BG PLOVDIV04		Bulgarian	English	B2	B2
PL DABROWA01		Polish	English	B1 Polish or English	B2 Polish or English

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

D. Additional requirements

PL DABROWA01: Premises of the Academy of Business are adjusted to the needs of the disabled. Students and staff with vision and hearing impairment or limb dysfunction are supported with specialized software including Braille notebooks and printers, specialized keyboards, portable devices reading e-books, software converting text files into mp3 files etc.

BG PLOVDIV04 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 {Erasmus code}	Autumn term {month}	Spring term {month}
BG PLOVDIV04	30 June (applic)	30 November (applic)
PL DABROWA01	May 31st	November 30th

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 **5** weeks after the assessment period has finished at the receiving HEI.
4. Termination of the agreement

This agreement will take effect in the **2014** academic year being valid for a period of **5** years, and will be tacitly renewed for further identical periods.

The above mentioned parties agree to cooperate in the following activities under the terms and conditions of the Erasmus+ Programme. Both parties agree to abide by the principles and conditions set out in the Erasmus+ Guidelines for Applicants and – if the application is successful – the financial agreement, and will work according to the principles of the Erasmus University Charter. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and will endeavour to carry out the agreement to the best of their abilities.

Either institution is free to terminate the present agreement. In order to do so, the institution wishing to terminate the agreement must:

- I. Notify the other institution in writing of its intention, by giving at least a **12** months' notice, stating the date on which it intends to make the termination effective. That is to say, 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. In consequence, any students who have started their exchange experience at either university at the date of termination may complete their stay. If an imbalance exists in the number of terms/semesters where exchanges have taken place, the deficit institution will be entitled to further exchanges until the imbalance is eliminated.

- II. Termination of the agreement will not be penalised.

"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

PL DABROWA01: At the Academy of Business in Dąbrowa Górnicza credits are according to the European Credit Transfer System (ECTS). More information about the academic credit grading system can be found on: <http://www.wsb.edu.pl/index.php?p=m&idg=en,2161,2170>

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
BG PLOVDIV04	iro@uni-plovdiv.bg	https://uni-plovdiv.bg/pages/index/160/
PL DABROWA01	International Relations Department Dominika Czerniak – International Relations Coordinator dczerniak@wsb.edu.pl Katarzyna Sroka- International Relations Coordinator ksroka@wsb.edu.pl	http://www.wsb.edu.pl/index.php?p=m&idg=en,2161,2164

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 DABROWA01	International Relations Department Dominika Czerniak – International Relations Coordinator dczerniak@wsb.edu.pl Katarzyna Sroka- International Relations Coordinator ksroka@wsb.edu.pl	http://www.wsb.edu.pl/admission-procedure,m,en,1305




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/
PL DABROWA01	International Relations Department Dominika Czerniak – International Relations Coordinator dczerniak@wsb.edu.pl Katarzyna Sroka- International Relations Coordinator ksroka@wsb.edu.pl	http://www.wsb.edu.pl/index.php?p=m&idg=en,2161,2245

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
BG PLOVDIV04	Prof. Zapryan Kozludzhov, Rector	14.03.2014	 
PL DABROWA01	Zdzisława Dacko-Pikiewicz, Prof. WSB, PhD Rector		
WYŻSZA SZKOŁA BIZNESU W DĄBROWIE GÓRNICZEJ Official stamp			

² Scanned signatures are accepted