



Erasmus+ Programme

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

Inter-institutional agreement 2014/15-2020/21

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

<i>Name of the institution</i>	<i>Erasmus code</i>	<i>Contact details</i>	<i>Website</i>
Universiteit Gent	B GENT01	<p>Erasmus Institutional Coordinator Mrs. Geneviève Cochez International Relations Office Tel.: +32.9.264.70.16 Fax: +32.9.264.31.31</p> <p>Departmental contact: Prof. Marc De Clercq Marc.DeClercq@UGent.be</p> <p>Administrative contact: Mrs. Greet Naessens e-mail: Erasmusagreements@UGent.be Tel.: +32 9 264 70 34</p>	<p>www.UGent.be/en www.UGent.be/courses/catalogue</p>
Paisii Hilendarski University of Plovdiv	BG PLOVDIV04	<p><u>Institutional Erasmus Coordinator</u> Assoc.Prof. Maria Stoyanova marianas@uni-plovdiv.bg; +359 32 261 462</p> <p><u>Agreements' Administrator</u> Nadya Kaneva MA, nadya@uni-plovdiv.bg; +359 32 261 363</p> <p><u>Faculty of Economic and Social Sciences</u> <u>Agreements' Coordinator</u> Mr. Atanas Vladikov, PhD avladikov@gmail.com Tel.: +359.32.261.414</p>	<p>https://uni-plovdiv.bg</p> <p>https://uni-plovdiv.bg/pages/index/28/</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.

<i>FROM</i>	<i>TO</i>	<i>Subject</i>	<i>Subject area name</i>	<i>Study cycle</i>	<i>Number of student mobility periods</i>
-------------	-----------	----------------	--------------------------	--------------------	---

area code							Student Mobility for Studies		Student Mobility for Traineeships	
				1 st	2 nd	3 rd	Students	Months (total)	Students	Months (total)
B GENT01	BG PLOVDIV04	340	Business and Administration (broad programmes)	X			3	15	0	0
BG PLOVDIV04	B GENT01	340	Business and Administration (broad programmes)	X			3	15	0	0

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods			
				Staff Mobility for Teaching		Staff Mobility for Training	
B GENT01	BG PLOVDIV04	340	Business and Administration (broad programmes)	1	1	0	0
BG PLOVDIV04	B GENT01	340	Business and Administration (broad programmes)	1	1	0	0

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	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
B GENT01	340	English	Dutch	B2 (see annex)	B2
BG PLOVDIV04		Bulgarian	English	B1	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

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/>)

B GENT01: See annex

E. Calendar

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

Receiving institution	Autumn term	Spring term
B GENT01	May 15 th	November 15 th
BG PLOVDIV04	30 June application	30 November application

2. The receiving institution will send its decision within 6 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

The agreement will become operative on the date of signature of both universities and shall remain in force for a period of **7 years**. In the event of unilateral termination of the agreement, a notice of at least one academic year will be given to the partner institution. 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

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	Contact details	Website for information
B GENT01	Carole.Picavet@UGent.be +32 9 264 70 15	www.UGent.be/en/teaching/admission/exchanges_tudent/visa.htm
BG PLOVDIV04	iro@uni-plovdiv.bg	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	Contact details	Website for information
B GENT01	Carole.Picavet@UGent.be +32 9 264 70 15	www.UGent.be/en/teaching/admission/exchangestudent/insurance.htm

BG PLOVDIV04	iro@uni-plovdiv.bg	https://uni-plovdiv.bg/pages/index/160/
--------------	--------------------	---

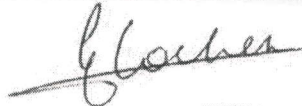

4. Housing

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	Contact details	Website for information
B GENT01	Myriam.VandenBranden@UGent.be	www.UGent.be/en/facilities/housing
BG PLOVDIV04	iro@uni-plovdiv.bg	https://uni-plovdiv.bg/pages/index/160/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
B GENT01	Mrs. Geneviève Cochez Erasmus Institutional Coordinator	26/02/2014	 Geneviève COCHEZ Erasmus Institutional Coordinator 
BG PLOVDIV04	Prof. Zapryan Kozludzhov, PhD Rector	05.03.2014	