



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-20[21]² 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 ³ (email, phone)	Website (eg. of the course catalogue)
University of Ljubljana Faculty of Social Sciences	SI LJUBLJA01	Institutional Coordinator: Katja Cerjak, University of Ljubljana, Kongresni trg 12, 1000 Ljubljana, SI - Slovenia katja.cerjak@uni-lj.si Tel. +386 1 24 18 590 Departmental Coordinator: Neli Dimc, Faculty of Social Sciences, Kardeljeva pl. 5, 1000 Ljubljana, SI - Slovenia Neli.dimc@fdv.uni-lj.si Tel. +386 1 58 05 305	http://www.uni-lj.si/en/mobility_programmes/contacts.aspx http://www.fdv.uni-lj.si/en/study/exchange-programmes
Paisii Hilendarski	BG	<u>Institutional Erasmus Coordinator</u>	https://uni-plovdiv.bg/pages/index/385

University of Plovdiv Faculty of Philosophy and History	PLOVDIV04	Assoc.Prof. Maria Stoyanova; marianas@uni-plovdiv.bg ; +359 32 261462 <u>Agreements' Administrator</u> Mrs Nadya Kaneva; nadya@uni-plovdiv.bg ; + 359 32 261363 <u>Faculty Agreement' Coordinator</u> Assoc.Prof. Valentin Petroussenko; <u>Vice-Dean and ERASMUS coordination</u> petrus@uni-plovdiv.bg ; +359-32-261-433	/ https://uni-plovdiv.bg/pages/index/28/ https://uni-plovdiv.bg/pages/index/42/ http://logos.uni-plovdiv.net/18
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B. Mobility numbers⁴ per academic year

[Paragraph to be added, 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 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 Student Mobility for Studies Student Mobility for Traineeships * [total number of months of the study periods or average duration*]	
SI LJUBLJA01	BG PLOVDIV04	312 14.0	Sociology Social Sciences	1, 2, 3	2x10	0
BG PLOVDIV 04	SI LJUBLJA01	312 14.0	Sociology Social Sciences	1, 2, 3	2x10	0

*Optional: subject area code & name and study cycle are optional.

<http://www.uis.unesco.org/education/pages/international-standard-classification-of-education.aspx>

⁴ 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>)

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 *
SI LJUBLJA01	BG PLOVDIV04	312 14.0	Sociology Social Sciences	2	1
BG PLOVDIV04	SI LJUBLJA01	312 14.0	Sociology Social Sciences	2	1

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 instruc- tion 1	Language of instruc- tion 2	Recommended language of instruction level ⁵	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
SI LJUBLJA01	312	Slovene	English	B2	B2
BG PLOVDIV04	312	BG/EN	English	B 2	B 2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

⁵ 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>

Specialized ERASMUS study module in English language offered by BG PLOVDIV04 to incoming students:

<http://old.uni-plovdiv.bg/logos/site.jsp?ln=2&id=985>

D. Additional requirements

[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]

University of Ljubljana accepts students with disabilities after the consultations with Faculty International Offices.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
SI LJUBLJA01	May 15	November 15
BG PLOVDIV04	30 June (application)	30 November (application)

2. 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.
4. Termination of the agreement

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

SI LJUBLJA01:

<http://www.fdv.uni-lj.si/en/study/exchange-programmes/international-office/study-information/grading-system>

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
SI LJUBLJA01	<i>Incoming:</i> intern.office@uni-lj.si Tel: 00 3861 2418592	http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx
BG PLOVDIV04	iro@uni-plovdiv.bg + 359 32 261363	https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/pages/index/386/

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
SI LJUBLJA01	<i>incoming</i> intern.office@uni-lj.si , Tel: 00 3861 2418592	http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx
BG PLOVDIV04	iro@uni-plovdiv.bg + 359 32 261363	https://uni-plovdiv.bg/pages/index/386/

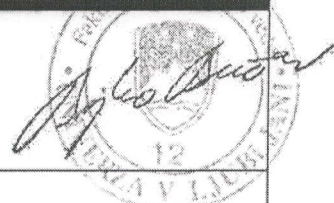

4. Housing

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
SI LJUBLJA01	Intern.Office@uni-lj.si Tel: 00 3861 2418592	http://www.uni-lj.si/en/mobility_programmes/incoming_students.aspx
BG PLOVDIV04	jro@uni-plovdiv.bg + 359 32 261363	https://uni-plovdiv.bg/pages/index/386/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁶
SI LJUBLJA01	Bojko Bučar, Dean of the Faculty by the Authorisation of the Rector	12.2.2014	
BG PLOVDIV04	Prof. Zapryan Kozludzhov, Rector	18.02.2014	

⁶ Scanned signatures are accepted