Erasmus+ Programme

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

Inter-institutional agreement 2014-2021
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	Erasmus code	Contact details (email, phone)	Website
PLOVDIVSKI UNIVERSITET "PAISII HILENDARSKI"	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 Todorka Dimitrova tldimitrova@abv.bg +359 261320	https://uni-plovdiv.bg https://uni-plovdiv.bg/pages/index/28/
RIGA TECHNICAL UNIVERSITY	LV RIGA02	Jolanta Jurēvica Head of International Mobility Unit International Relations Department 1 Kalku Street, Riga, LV - 1658, Latvia Phone: +371 67089 055 Fax: +371 67089 067 jolanta.jurevica@rtu.lv	www.rtu.lv/en

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	Subject area name	Study cycle [short cycle, 1st, 2nd or 3rd]	Number of student mobility periods (students x months)	
					Studies	Traineeships
BG PLOVDIV04	LV RIGA02	441/13.2	Physics	1st- Bachelors 2nd – Masters 3rd- PhD	2x6=12 2x6=12 1x6	
LV RIGA02	BG PLOVDIV04	LV RIGA02	Physics	1st- Bachelors 2nd – Masters 3rd- PhD	2x6=12 2x6=12 1x6	

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code	Subject area name	Number of staff mobility periods (staff x days)	
				Teaching	Training
BG PLOVDIV04	LV RIGA02	441/13.2		2 teachers x 7 days	1 staff x 7 days
LV RIGA02	BG PLOVDIV04	LV RIGA02		2 teachers x 7 days	1 staff x 7 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	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG PLOVDIV04		BG	EN staff only	B1	B2
LV RIGA02		English	Latvian	B1	B2

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

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/)

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	30 November
LV RIGA02	1 July	1 November

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 **3** 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 for the termination of the agreement. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 August 20XX will only take effect as of 1 August 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

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

Riga Technical University uses the following grading system:

Achievement level	Grade	Meaning	Approx. ECTS grade
very high	10	with distinction	A
	9	excellent	A
high	8	very good	B
	7	good	C
medium	6	almost good	D
	5	satisfactory	E
	4	almost satisfactory	E/FX
low	3–1	unsatisfactory	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/
LV RIGA02	info@rtuasd.lv	www.rtuasd.lv

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/
LV RIGA02	info@rtuasd.lv	www.rtuasd.lv

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/
LV RIGA02	info@rtuasd.lv	www.rtuasd.lv

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[1]
BG PLOVDIV04	Prof. Zapryan Kozludzhov, PhD Rector	26.03. 2014	
LV RIGA02	Prof. Leonids Ribickis Rector	14.02.2014.	

[1]Scanned signatures are accepted

4

Jolanta Jurēvica
Head of Unit
International Relations Department