**Erasmus+ Programme**

**Bilateral Inter-Institutional Agreement**

**Key Action 1   
Learning Mobility for Higher Education Students and Staff**

**among EU Member States and third countries associated to the Programme**

The institutions 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](https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en) in all aspects related to the organisation and management of the mobility, including [automatic recognition](https://ec.europa.eu/education/node/36_me) of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the [European Credit Transfer and Accumulation System](https://ec.europa.eu/education/resources-and-tools/european-credit-transfer-and-accumulation-system-ects_en). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en).

**Grading systems of the institutions**

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through [EGRACONS](http://egracons.eu/) according to the descriptions in the [ECTS users’ guide](https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

**Validity period of the agreement**

|  |  |  |
| --- | --- | --- |
| Timeframe | Academic Year\* | Call Year\* |
| Start of validity | [2023/2024] | [2023] |
| End of validity | [2028/2029] | [2027] |

**A. Information about the higher education institutions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of the institution** | **Erasmus code** | **Contact details** | **Websites** |
| **University of Plovdiv 'Paisii Hilendarski** | BG PLOVDIV04 | **Institutional Erasmus Coordinator**  Assoc. Prof. Boryan Yanev; byanev@uni-plovdiv.bg; +359 32 261 478  **Agreements’ Administrator**  Radosveta Mishevska; iro\_pu@abv.bg;  + 359 32 261 363  **Faculty Agreements’ Coordinator** | https://iro.uni-plovdiv.bg/en/application-procedure/ |
|  |  |  |  |

**B. Mobility numbers[[1]](#footnote-1) per academic year**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code*** | ***Subject area name*** | ***Study cycle*** | Student Mobility for Studies |
| BG PLOVDIV04 |  |  |  |  |  |
|  | BG PLOVDIV04 |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code*** | ***Subject area name*** | **Number of staff mobility periods** | | | |
| Staff Mobility for Teaching | Staff Mobility for Teaching | *Staff Mobility for Training* | *Staff Mobility for Training* |
| BG PLOVDIV04 |  |  |  |  |  |  |  |
|  | BG PLOVDIV04 |  |  |  |  |  |  |

**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** | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level** | |
| Student Mobility for Studies | Staff Mobility for Teaching |
| BG PLOVDIV04 | BG | EN (selected courses) | B1 | B2 |
|  |  |  |  |  |

**D. Calendar**

**Nominations of incoming students must reach the institution by:**

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Autumn term** | **Spring term** |
| BG PLOVDIV04 | 30 June (applic) | 30 November (applic) |
|  |  |  |

**Nomination procedure for incoming students**

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Link to the procedure** | **Contact details** |
| BG PLOVDIV04 | https://iro.uni-plovdiv.bg/en/application-procedure/ | dimitarkaramitev@uni-plovdiv.bg |
|  |  |  |

**Applications from incoming students must reach the institution by:**

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Autumn term** | **Spring term** |
| BG PLOVDIV04 | 30 June (applic) | 30 November (applic) |
|  |  |  |

**Application procedure for incoming students**

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Contact details** | **Website for information** |
|  |  |  |
| BG PLOVDIV04 | dimitarkaramitev@uni-plovdiv.bg | https://iro.uni-plovdiv.bg/en/application-procedure/ |

|  |  |
| --- | --- |
| **Receiving institution** | **Requirement** |
| 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://iro.uni-plovdiv.bg/en/application-procedure/ |
|  |  |

**E. Additional requirements**

The receiving institution will send its decision within [5] weeks

**Inclusion and accessibility**

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Receiving institution** | **Available support services for people with:** | **Description of support services (optional)** | **Contact details**  **(email, phone)** | **Website for information** |
| BG PLOVDIV04 | The University of Plovdiv has infrastructure to welcome students and faculty members with disabilities and those with children | | [dimitarkaramitev@uni-plovdiv.bg](mailto:dimitarkaramitev@uni-plovdiv.bg)  +359 32 261 363 | https://iro.uni-plovdiv.bg/en/application-procedure/ |
|  |  |  |  |  |

**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)  Много Добър (5)  Добър (4)  Среден (3)  Слаб (2)  Не се явил | Excellent performance  Very good performance  Good performance  Acceptable performance  Insufficient performance  Exam not done by the student |

**2.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** |
| BG PLOVDIV04 | [dimitarkaramitev@uni-plovdiv.bg](mailto:dimitarkaramitev@uni-plovdiv.bg) | https://iro.uni-plovdiv.bg/en/application-procedure/ |
|  |  |  |

**3. Visa**

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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** |
| BG PLOVDIV04 | [dimitarkaramitev@uni-plovdiv.bg](mailto:dimitarkaramitev@uni-plovdiv.bg) | https://iro.uni-plovdiv.bg/en/application-procedure/ |
|  |  |  |

**4. Insurance**

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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** |
| BG PLOVDIV04 | [dimitarkaramitev@uni-plovdiv.bg](mailto:dimitarkaramitev@uni-plovdiv.bg) | https://iro.uni-plovdiv.bg/en/application-procedure/ |
|  |  |  |

A Transcript of Records will be issued by the receiving institution no later than [4] weeks after the assessment period has finished at the receiving HEI.

**Termination of the agreement**

During its application, this agreement may be terminated at any time by one or the other party, by registered letter with acknowledgment of receipt, observing at least one academic year’ notice period, and subject to the completion of ongoing training and mobility programmes. 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. (**1st of September for the next academic year**). 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."

**G. SIGNATURES OF THE INSTITUTIONS (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution**  **[Erasmus code]** | **Name, function** | **Date** | **Signature[[2]](#footnote-2)** |
| **BG PLOVDIV04** | Assoc. Prof. Boryan Yanev, PhD  Institutional Erasmus Coordinator  Vice-Rector |  |  |
|  |  |  |  |

1. [↑](#footnote-ref-1)
2. Scanned signatures are accepted [↑](#footnote-ref-2)