

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

Inter-institutional¹ agreement 20[21]-20[27] between institutions from programme and partner 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 of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

Full name of the institution/ country	Erasmus code or city ²	Name of the contact person	Contact details (email, phone)	Website (eg. of the course catalogue)
Paisii Hilendarski University of Plovdiv, Bulgaria	BG PLOVDIV04	Institutional Erasmus Coordinator: Assoc. Prof. Boryan Yanev Bilateral Agreements Administrator: Radosveta Mishevska Faculty Erasmus Coordinator: Assoc. Prof. Vanya Ivanova	byanev@uni-plovdiv.bg +359 32 261 404 iro_pu@abv.bg +359 32 261 363 + 359 32 261 754	https://iro.uni-plovdiv.bg/language/en/ https://iro.uni-plovdiv.bg/wp-content/uploads/2024/03/FMI_courses_Erasmus_2024_FINAL.pdf
State University of Information and Communication Technologies (SUICT)	UKRAINE	Head of International Relations Office: Ms Anastasiia Petrovska Faculty Erasmus Coordinator Ms Nataliia Lashchevska	a.petrovska@duikt.edu.ua info@duikt.edu.ua +38 044 298 34 44 international_office@duikt.edu.ua +38-097-5274926	https://www.duikt.edu.ua https://www.duikt.edu.ua/ua/349-zagalna-informaciya-navechalno-naukoviy-institut-informaciyinih-tehnologiy

B. Mobility numbers³ per academic year

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods
					Student Mobility for Studies

BG PLOVDIV04	UKRAINE	054 061	Mathematics Information and Technologies (ICTs)	1st	2 students 2 x 5 months
		054 061	Mathematics Information and Technologies (ICTs)	2nd	2 students 2 x 5 months
		054 061	Mathematics Information and Technologies (ICTs)	3rd	2 students 2 x 5 months
UKRAINE (SUICT)	BG PLOVDIV04	061	Information and Technologies (ICTs)	1st	2 students 2 x 5 months
		061	Information and Technologies (ICTs)	2nd	2 students 2 x 5 months
		061	Information and Technologies (ICTs)	3rd	2 students 2 x 5 months

FROM	TO	Subject area code	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching	Staff Mobility for Training
BG PLOVDIV04	UKRAINE	054 061	Mathematics Information and Communication Technologies (ICTs)	2 teachers x 5 days	2 teachers x 5 days
UKRAINE (SUICT)	BG PLOVDIV 04	061	Information and Communication Technologies (ICTs)	2 teachers x 5 days	2 teachers x 5 days

C. Recommended language skills

Receiving institution	Main language of instruction	Additional language of instruction	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching
BG PLOVDIV04	Bulgarian	EN	B1 or higher	B2 or higher
UKRAINE (SUICT)	Ukraine	EN	B1 or higher	B2 or higher

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**⁴ of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

⁴ *Excludes: programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the call for proposals*

The higher education institution(s) located in a **partner country** of Erasmus+ must respect the following set of principles and requirements:

The higher education institution agrees to:

- Respect in full the principles of non-discrimination and to promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees, in the case of credit mobility, to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

The higher education institution located in a **partner country** of Erasmus further undertakes to:

Before mobility

- Provide information on courses (content, level, scope, language) well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Ensure that outbound mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.
- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide assistance related to obtaining visas, when required, for incoming and outbound mobile participants. Costs for visas can be covered with the mobility grants. See the information / visa section for contact details.
- Provide assistance related to obtaining insurance, when required, for incoming and outbound mobile participants. The institution from the Partner country should inform mobile participants of cases in which insurance cover is not automatically provided. Costs for insurance can be covered with the organizational support grants. See the information / insurance section for contact details.
- Provide guidance to incoming mobile participants in finding accommodation. See the information / housing section for contact details.

During and after mobility

- Ensure equal academic treatment and services for home students and staff and incoming mobile participants and integrate incoming mobile participants into the institution's everyday life, and have in place appropriate mentoring and support arrangements for mobile participants as well as appropriate linguistic support to incoming mobile participants.
- Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Provide, free-of-charge, incoming mobile students and their sending institutions with transcripts in English or in the language of the sending institution containing a full, accurate and timely record of their achievements at the end of their mobility period.

- Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.
- Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

E. Any 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://iro.uni-plovdiv.bg/language/en/faculty-erasmus-coordinators/>)

Incoming Exchange Students are required to agree on the duration and kind of studies with the faculty coordinator prior arrival at PU

UKRAINE (SUICT)

Exchange studies for PhD students are organized according to individual plans.

Incoming staff members should apply for visits to the respective faculty coordinators (international_office@duikt.edu.ua)

Incoming Exchange Students are required to agree on the duration and kind of studies with the faculty coordinator prior arrival at SUICT

- The State University of Information and Communication Technologies (SUICT) is equipped with the infrastructure required to support and accommodate students and staff with disabilities.

F. Calendar

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

Receiving institution	Autumn term*[month]	Spring term*[month]
BG PLOVDIV04	It is obligatory to receive the signed & complete application package by <ul style="list-style-type: none"> ▪ 1 May (students who need a visa) ▪ 30 June (students who do not need a visa) 	It is obligatory to receive the signed & complete application package by <ul style="list-style-type: none"> ▪ 1 October (students who need a visa) ▪ 1 November (students who do not need a visa)
UKRAINE (SUICT)	It is obligatory to receive the signed & complete application package by <ul style="list-style-type: none"> ▪ 1 May (students who need a visa) ▪ 30 June (students who do not need a visa) 	It is obligatory to receive the signed & complete application package by <ul style="list-style-type: none"> ▪ 1 October (students who need a visa) ▪ 1 November (students who do not need a visa)

2. The receiving institution will send its decision within **[5]** weeks.
3. A Transcript of Records will be issued by PU faculties no later than **[5]** weeks after the assessment period has finished, but not later than 30 September 20XX of the Erasmus academic year (in effect as of 1 September 20XX -1.). Every student must pick up the transcript him/herself! PU - will NOT automatically send the transcript to student or home university. If the student's exam grades are not available by the end of student mobility, the student is supposed to make arrangements with the proper office/person to have the transcript sent to him/her and/or the home institution.
4. Termination of the agreement: In case that one partner decides to terminate the agreement, all partners need to be notified by 1 September 20XX at the latest. The decision will take effect as of 1 September 20XX+1. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

G. 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	A
Много Добър (5)	Very good performance	B
Добър (4)	Good performance	C
Среден (3)	Acceptable performance	D
Слаб (2)	Insufficient performance	F
Не се явил	Exam not done by the student	

Ukraine Grade	Description	
Відмінно (90-100)	Excellent	A
Добре (82-89)	Good	B
Добре (75-81)	Good	C
Задовільно (67-74)	Satisfactory	D
Задовільно (60-66)	Satisfactory	E
Не задовільно (40-59)	Fail	Fx

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 or city]	Contact details (e-mail, phone)	Website for information
BG PLOVDIV04	dimitarkaramitev@uni-plovdiv.bg + 359 32 261 363	https://iro.uni-plovdiv.bg/language/en/
UKRAINE (SUICT)	a.petrovska@duikt.edu.ua + 38 044 298 34 44	https://www.duikt.edu.ua/

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 or city]	Contact details (e-mail, phone)	Website for information

BG PLOVDIV04	dimitarkaramitev@uni-plovdiv.bg + 359 32 261 363	https://iro.uni-plovdiv.bg/language/en/
UKRAINE (SUICT)	International_office@duikt.edu.ua +38-097-5274926	https://www.duikt.edu.ua/

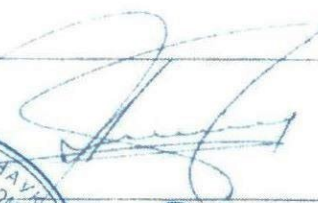
4. Housing

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 or city]	Contact details (e-mail, phone)	Website for information
BG PLOVDIV04	dimitarkaramitev@uni-plovdiv.bg + 359 32 261 363	https://uni-plovdiv.bg/pages/index/160
UKRAINE (SUICT)	International_office@duikt.edu.ua +38-097-5274926	https://www.duikt.edu.ua/

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature
BG PLOVDIV04	Assoc.Prof. B. Yanev, PhD Vice-Rector	19-06-2025	
UKRAINE (SUICT)	Prof Oleksandr Korchenko The first vice-rector		