



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

Information on Digital Inter-Institutional Agreements

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](#) in all aspects related to the organisation and management of the mobility, including [automatic recognition](#) 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](#). The institutions agree on exchanging their mobility related data in line with the technical standards of the [European Student Card Initiative](#).

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](#) according to the descriptions in the [ECTS users' guide](#). The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.



Information about the higher education institutions

Interinstitutional Agreement Partners					
Partner HEI 1	Name of the institution (and department, where relevant)			SCHAC code	Erasmus code
	PLOVDIVSKI UNIVERSITET PAISIY HILENDARSKI			uni-plovdiv.bg	BG PLOVDI-V04
	Partner Contact Details				
	#	Full Name	Email	Phone	
	1	Radosveta, Mishevska	iro_pu@abv.bg		
Partner HEI 2	Name of the institution (and department, where relevant)			SCHAC code	Erasmus code
	HOCHSCHULE EMDEN/LEER			hs-emden-leer.de	D EMDEN02
	Partner Contact Details				
	#	Full Name	Email	Phone	
	1	Hakkarainen, Katja	katja.hakkarainen@hs-emden-leer.de		

Approvals Table			
SCHAC code	Name	Email	Date
uni-plovdiv.bg			
hs-emden-leer.de			



Partner 1 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

Calendar	
Incoming student nominations must reach the institution by:	
Autumn term [day/month]	30/06
Spring term [day/month]	30/11
Applications from incoming students must reach the institution by:	
Autumn term [day/month]	30/06
Spring term [day/month]	30/11

The institution will send its decision within 0 weeks, and no later than 5 weeks.

Application procedure Information		
Contact email	Contact phone	Websites for information
dimitarkaramitev@uni-plovdiv.bg	+35932261363	https://uni-plovdiv.bg/en/pages/index/386/

Additional requirements Information		
Academic requirements		
ECTS completed	Subject area (ISCED)	EQF level
Requirement	Details	Website

Inclusion and accessibility Information			
The institution will provide support to incoming mobile participants with special needs, 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:			
Available infrastructure adjusted for people with:	Description of infrastructure	Contact details	Website for information
Available support services for people with:	Description of infrastructure	Contact details	Website for information



Inter-Institutional Agreement

Housing Information

The 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 contact points and information sources:

Contact email	Contact phone	Websites for information
dimitarkaramitev@uni-plovdiv.bg	+35932261363	https://uni-plovdiv.bg/en/pages/index/386/

Visa Information

The institution 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:

Contact email	Contact phone	Websites for information
dimitarkaramitev@uni-plovdiv.bg	+35932261363	https://uni-plovdiv.bg/en/pages/index/386/

Insurance Information

The institution 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:

Contact email	Contact phone	Websites for information
dimitarkaramitev@uni-plovdiv.bg	+35932261363	https://uni-plovdiv.bg/en/pages/index/386/

Additional Information

Information on	Contact email	Contact phone	Website for information
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A Transcript of Records will be issued by the institution no later than 4 weeks after the assessment period has finished.

[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]



Partner 2 Factsheet Information

General information entered into the higher education institutions' profile and updated by the higher education institution. The general information about the institution is accessible to students.

Calendar	
Incoming student nominations must reach the institution by:	
Autumn term [day/month]	01/05
Spring term [day/month]	01/11
Applications from incoming students must reach the institution by:	
Autumn term [day/month]	15/05
Spring term [day/month]	15/11

The institution will send its decision within 4 weeks, and no later than 5 weeks.

Application procedure Information		
Contact email	Contact phone	Websites for information
vera.von.hunolstein@hs-emden-leer.de	+49 4921 807 1378	https://www.hs-emden-leer.de/en/institutions/international-office/international-students/exchange-students-erasmus/

Additional requirements Information		
Academic requirements		
ECTS completed	Subject area (ISCED)	EQF level
Requirement	Details	Website
Home Institution Proof	Language Level	https://www.hs-emden-leer.de/fileadmin/user_upload/io/Dokumente/Incomings/Home_Institutions_Proof_ENG_01.pdf
Motivation letter	in English or German	
Transcript of Records	if possible in English or German	
Learning Agreement or Course Choice List	Learning Agreement or Course Choice List	



Inter-Institutional Agreement

Identity Photo	as jpg file	
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Inclusion and accessibility Information

The institution will provide support to incoming mobile participants with special needs, 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:

Available infrastructure adjusted for people with:	Description of infrastructure	Contact details	Website for information
Available support services for people with:	Description of infrastructure	Contact details	Website for information

Housing Information

The 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 contact points and information sources:

Contact email	Contact phone	Websites for information
vera.von.hunolstein@hs-emden-leer.de	+49 4921 807 1378	https://www.hs-emden-leer.de/en/institutions/international-office/international-students/housing/

Visa Information

The institution 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:

Contact email	Contact phone	Websites for information
vera.von.hunolstein@hs-emden-leer.de	+49 4921 807 1378	https://www.hs-emden-leer.de/en/university-of-applied-sciences/organization/departments-a-z/international-office/international-students

Insurance Information

The institution 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:

Contact email	Contact phone	Websites for information
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Erasmus+

Inter-Institutional Agreement

vera.von.hunolstein@hs-emden-leer.de	+49 4921 807 1378	https://www.hs-emden-leer.de/en/university-of-applied-sciences/organization/departments-a-z/international-office/international-students
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Additional Information			
Information on	Contact email	Contact phone	Website for information
General contact International Office	international.office@hs-emden-leer.de	+49 4921 807 1378	https://www.hs-emden-leer.de/en/university-of-applied-sciences/organization/departments-a-z/international-office
Erasmus Inter-Institutional Agreements	erasmusiia@hs-emden-leer.de	+49 4921 807 1372	https://www.hs-emden-leer.de/hochschule/organisation/einrichtungen/international-office

A Transcript of Records will be issued by the institution no later than 5 weeks after the assessment period has finished.

[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]



Cooperation conditions

Terms of the agreement to be set for each agreement and approved by the institutions. (Information only accessible to the relevant parties)

Student Mobility for Studies					
1	Sending SCHAC	Sending Department	EQF level	Start Academic Year	End Academic Year
	hs-empden-leer.de		6	2022/2023	2028/2029
	Receiving SCHAC	Receiving Department	Blended Mobility option	Number of Students	Total Months Per Year
	uni-plovdiv.bg		NO	2	10
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0923	also Pedagogy		
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
	1	bg	B2		
2	en	B2			



Inter-Institutional Agreement

2	Sending SCHAC	Sending Department	EQF level	Start Academic Year	End Academic Year
	uni-plovdiv.bg		6	2022/2023	2028/2029
	Receiving SCHAC	Receiving Department	Blended Mobility option	Number of Students	Total Months Per Year
	hs-emden-leer.de		NO	2	10
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0923	also pedagogy		
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
	1	de	B2		
	2	en	B2		

Student Mobility for Traineeships

Staff Mobility for Teaching



1	Sending SCHAC	Sending Department		Start Academic Year	End Academic Year
	hs-emden-leer.de			2022/2023	2028/2029
	Receiving SCHAC	Receiving Department		Number of Staff	Total Days Per Year
	uni-plovdiv.bg			2	10.00
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0923			
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
	1	bg	B2		
2	en	B2			

2	Sending SCHAC	Sending Department		Start Academic Year	End Academic Year
	uni-plovdiv.bg			2022/2023	2028/2029
	Receiving SCHAC	Receiving Department		Number of Staff	Total Days Per Year
	hs-emden-leer.de			2	10.00
	Subject Areas (ISCED)				
	#	Subject Area	Subject Area Clarification		
	1	0923	also pedagogy		
	Language Skills				
	#	Language	Language Level	Subject Area	Subject Area Clarification
	1	de	B2		
2	en	B2			



Erasmus+

Inter-Institutional Agreement

Staff Mobility for Training