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# **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 PLOVDIV04 |
| Partner HEI 2                         | Name of the institution (and department, where relevant) | SCHAC code        | Erasmus code |
|                                       | UNIWERSYTET IGNATIANUM W KRAKOWIE                        | ignatianum.edu.pl | PL KRAKOW19  |

| Approvals Table   |      |                       |                      |
|-------------------|------|-----------------------|----------------------|
| SCHAC code        | Name | Email                 | Date                 |
| uni-plovdiv.bg    |      | byanev@uni-plovdiv.bg | 2025-09-25T11:26:13Z |
| ignatianum.edu.pl |      |                       | 2025-03-11           |



## 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.

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

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

|                                          |                      |                                                                                                     |
|------------------------------------------|----------------------|-----------------------------------------------------------------------------------------------------|
| <b>Application procedure Information</b> |                      |                                                                                                     |
| <b>Contact email</b>                     | <b>Contact phone</b> | <b>Websites for information</b>                                                                     |
| dimitarkaramitev@uni-plovdiv.bg          | +35932261363         | <a href="https://uni-plovdiv.bg/en/pages/index/386/">https://uni-plovdiv.bg/en/pages/index/386/</a> |

|                                            |                             |                  |
|--------------------------------------------|-----------------------------|------------------|
| <b>Additional requirements Information</b> |                             |                  |
| <b>Academic requirements</b>               |                             |                  |
| <b>ECTS completed</b>                      | <b>Subject area (ISCED)</b> | <b>EQF level</b> |
| <b>Requirement</b>                         | <b>Details</b>              | <b>Website</b>   |

|                                                                                                                                                                                                                                                                         |                                      |                        |                                |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|------------------------|--------------------------------|
| <b>Inclusion and accessibility Information</b>                                                                                                                                                                                                                          |                                      |                        |                                |
| 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: |                                      |                        |                                |
| <b>Available infrastructure adjusted for people with:</b>                                                                                                                                                                                                               | <b>Description of infrastructure</b> | <b>Contact details</b> | <b>Website for information</b> |
| <b>Available support services for people with:</b>                                                                                                                                                                                                                      | <b>Description of infrastructure</b> | <b>Contact details</b> | <b>Website for information</b> |



# 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  | <a href="https://uni-plovdiv.bg/en/pages/index/386/">https://uni-plovdiv.bg/en/pages/index/386/</a> |

## 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  | <a href="https://uni-plovdiv.bg/en/pages/index/386/">https://uni-plovdiv.bg/en/pages/index/386/</a> |

## 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  | <a href="https://uni-plovdiv.bg/en/pages/index/386/">https://uni-plovdiv.bg/en/pages/index/386/</a> |

## Additional Information

| Information on | Contact email | Contact phone | Website for information |
|----------------|---------------|---------------|-------------------------|
|----------------|---------------|---------------|-------------------------|

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]                                            | 15/05 |
| Spring term [day/month]                                            | 10/11 |
| Applications from incoming students must reach the institution by: |       |
| Autumn term [day/month]                                            | 15/06 |
| Spring term [day/month]                                            | 30/11 |

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

| Application procedure Information |                   |                                                                                                       |
|-----------------------------------|-------------------|-------------------------------------------------------------------------------------------------------|
| Contact email                     | Contact phone     | Websites for information                                                                              |
| incoming@ignatianum.edu.pl        | + 48 12 3 999 590 | <a href="https://www.ignatianum.edu.pl/international">https://www.ignatianum.edu.pl/international</a> |

| Additional requirements Information |                              |                                                                                                                                                                                                                                           |
|-------------------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Academic requirements               |                              |                                                                                                                                                                                                                                           |
| ECTS completed                      | Subject area (ISCED)         | EQF level                                                                                                                                                                                                                                 |
| Requirement                         | Details                      | Website                                                                                                                                                                                                                                   |
| Student Application Form            | To be submitted only on-line | <a href="https://docs.google.com/forms/d/1QZH00Yc-qebWgBGESp5qLARN-tkj_0iW7qdDL-pLzxAR0Y/viewform?edit_request-ed=true">https://docs.google.com/forms/d/1QZH00Yc-qebWgBGESp5qLARN-tkj_0iW7qdDL-pLzxAR0Y/viewform?edit_request-ed=true</a> |



|                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Learning Agreement for Studies (LA)                                                                                                           | Erasmus+ student - KA131 (within EUROPEAN UNION) - fill in the template provided ONLY by your home university Erasmus+ student - KA107/KA171 (ICM/ OUTSIDE EUROPEAN UNION) - you can download the form here:<br><a href="https://www.ignatianum.edu.pl/learning-agreement-for-studies">https://www.ignatianum.edu.pl/learning-agreement-for-studies</a><br>International student coming within Bilateral Agreement (not within Erasmus+) or a freemover use the form provided by us: LA-international students :<br><a href="https://ignatianum.edu.pl/storage/files/March2022/Learning%20Agreement%20KA%20107%202020.pdf">https://ignatianum.edu.pl/storage/files/March2022/Learning%20Agreement%20KA%20107%202020.pdf</a>                                                                       | <a href="https://www.ignatianum.edu.pl/learning-agreement-for-studies">https://www.ignatianum.edu.pl/learning-agreement-for-studies</a> |
| Language Competence Proof                                                                                                                     | According to the European Language Levels (CEFR): min. B2 English level in order to study in English In case you do not have a certificate, a confirmation issued by the home university is also accepted (in order to certify your language competence your University can use our form). OR min. level of B1 in order to study in Polish You ought to send a Polish language certificate or a confirmation issued by the home university (in order to certify your language competence your University can use our form). In case you have Polish origins or nationality a scan of your Polish document (ID, passport, Karta Polaka etc.) is enough. Our form:<br><a href="https://www.ignatianum.edu.pl/language-competence-proof">https://www.ignatianum.edu.pl/language-competence-proof</a> | <a href="https://www.ignatianum.edu.pl/language-competence-proof">https://www.ignatianum.edu.pl/language-competence-proof</a>           |
| Scan of insurance valid for the whole mobility period                                                                                         | Additional information:<br><a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                         |
| Scan of your valid passport or valid ID card (ONLY EU citizens)                                                                               | Additional information:<br><a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                         |
| Scan of passport size photo - IN GOOD QUALITY (jpg format)                                                                                    | Additional information:<br><a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                         |
| Scan of Visa - applicable for non-European Union citizen                                                                                      | Additional information:<br><a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                         |
| Additional formalities for non-European students studying at Ignatianum within ICM (Erasmus+ KA 107 exchange mobility with partner countries) | Additional information:<br><a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <a href="https://www.ignatianum.edu.pl/procedures">https://www.ignatianum.edu.pl/procedures</a>                                         |
| Recommended language skills                                                                                                                   | B2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                         |

**Inclusion and accessibility Information**



# Inter-Institutional Agreement

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                                                                               |
|----------------------------------------------------|-------------------------------|-----------------|-------------------------------------------------------------------------------------------------------|
| International Relations Office                     |                               |                 | <a href="https://www.ignatianum.edu.pl/international">https://www.ignatianum.edu.pl/international</a> |
| 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                                                  |
|----------------------------------------------------------------------------|-------------------|---------------------------------------------------------------------------|
| <a href="mailto:incoming@ignatianum.edu.pl">incoming@ignatianum.edu.pl</a> | + 48 12 3 999 590 | <a href="https://www.ignatianum.edu.pl">https://www.ignatianum.edu.pl</a> |

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| Contact email                                                              | Contact phone     | Websites for information                                                    |
|----------------------------------------------------------------------------|-------------------|-----------------------------------------------------------------------------|
| <a href="mailto:incoming@ignatianum.edu.pl">incoming@ignatianum.edu.pl</a> | + 48 12 3 999 590 | <a href="https://www.ignatianum.edu.pl/">https://www.ignatianum.edu.pl/</a> |

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|----------------------------------------------------------------------------|----------------|-----------------------------------------------------------------------------|
| <a href="mailto:incoming@ignatianum.edu.pl">incoming@ignatianum.edu.pl</a> | + 48 3 999 590 | <a href="https://www.ignatianum.edu.pl/">https://www.ignatianum.edu.pl/</a> |

## Additional Information



Erasmus+

# Inter-Institutional Agreement

| Information on                 | Contact email              | Contact phone     | Website for information                                                                               |
|--------------------------------|----------------------------|-------------------|-------------------------------------------------------------------------------------------------------|
| International Relations Office | incoming@ignatianum.edu.pl | + 48 12 3 999 590 | <a href="https://www.ignatianum.edu.pl/international">https://www.ignatianum.edu.pl/international</a> |

**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                            | <b>Sending SCHAC</b>         | <b>Sending Department</b>         | <b>EQF level</b>                  | <b>Start Academic Year</b> | <b>End Academic Year</b>          |
|                              | ignatianum.edu.pl            | Uniwersytet Ignatianum w Krakowie | 678                               | 2022/2023                  | 2028/2029                         |
|                              | <b>Receiving SCHAC</b>       | <b>Receiving Department</b>       | <b>Blended Mobility option</b>    | <b>Number of Students</b>  | <b>Total Months Per Year</b>      |
|                              | uni-plovdiv.bg               |                                   | NO                                | 2                          | 10                                |
|                              | <b>Subject Areas (ISCED)</b> |                                   |                                   |                            |                                   |
|                              | <b>#</b>                     | <b>Subject Area</b>               | <b>Subject Area Clarification</b> |                            |                                   |
|                              | 1                            | 0114                              |                                   |                            |                                   |
|                              | 2                            | 0220                              |                                   |                            |                                   |
|                              | <b>Language Skills</b>       |                                   |                                   |                            |                                   |
|                              | <b>#</b>                     | <b>Language</b>                   | <b>Language Level</b>             | <b>Subject Area</b>        | <b>Subject Area Clarification</b> |
| 1                            | en                           | B2                                |                                   |                            |                                   |



|   |                              |                                   |                                   |                            |                                   |
|---|------------------------------|-----------------------------------|-----------------------------------|----------------------------|-----------------------------------|
| 2 | <b>Sending SCHAC</b>         | <b>Sending Department</b>         | <b>EQF level</b>                  | <b>Start Academic Year</b> | <b>End Academic Year</b>          |
|   | uni-plovdiv.bg               |                                   | 678                               | 2022/2023                  | 2028/2029                         |
|   | <b>Receiving SCHAC</b>       | <b>Receiving Department</b>       | <b>Blended Mobility option</b>    | <b>Number of Students</b>  | <b>Total Months Per Year</b>      |
|   | ignatianum.edu.pl            | Uniwersytet Ignatianum w Krakowie | NO                                | 2                          | 10                                |
|   | <b>Subject Areas (ISCED)</b> |                                   |                                   |                            |                                   |
|   | <b>#</b>                     | <b>Subject Area</b>               | <b>Subject Area Clarification</b> |                            |                                   |
|   | 1                            | 0114                              |                                   |                            |                                   |
|   | 2                            | 0220                              |                                   |                            |                                   |
|   | <b>Language Skills</b>       |                                   |                                   |                            |                                   |
|   | <b>#</b>                     | <b>Language</b>                   | <b>Language Level</b>             | <b>Subject Area</b>        | <b>Subject Area Clarification</b> |
|   | 1                            | en                                | B2                                |                            |                                   |

Student Mobility for Traineeships

Staff Mobility for Teaching



|   |                              |                                   |                                   |                            |                                   |
|---|------------------------------|-----------------------------------|-----------------------------------|----------------------------|-----------------------------------|
| 1 | <b>Sending SCHAC</b>         | <b>Sending Department</b>         |                                   | <b>Start Academic Year</b> | <b>End Academic Year</b>          |
|   | ignatianum.edu.pl            | Uniwersytet Ignatianum w Krakowie |                                   | 2022/2023                  | 2028/2029                         |
|   | <b>Receiving SCHAC</b>       | <b>Receiving Department</b>       |                                   | <b>Number of Staff</b>     | <b>Total Days Per Year</b>        |
|   | uni-plovdiv.bg               |                                   |                                   | 2                          | 10.00                             |
|   | <b>Subject Areas (ISCED)</b> |                                   |                                   |                            |                                   |
|   | <b>#</b>                     | <b>Subject Area</b>               | <b>Subject Area Clarification</b> |                            |                                   |
|   | 1                            | 0114                              |                                   |                            |                                   |
|   | 2                            | 0220                              |                                   |                            |                                   |
|   | <b>Language Skills</b>       |                                   |                                   |                            |                                   |
|   | <b>#</b>                     | <b>Language</b>                   | <b>Language Level</b>             | <b>Subject Area</b>        | <b>Subject Area Clarification</b> |
| 1 | en                           | B2                                |                                   |                            |                                   |

|   |                              |                                   |                                   |                            |                                   |
|---|------------------------------|-----------------------------------|-----------------------------------|----------------------------|-----------------------------------|
| 2 | <b>Sending SCHAC</b>         | <b>Sending Department</b>         |                                   | <b>Start Academic Year</b> | <b>End Academic Year</b>          |
|   | uni-plovdiv.bg               |                                   |                                   | 2022/2023                  | 2028/2029                         |
|   | <b>Receiving SCHAC</b>       | <b>Receiving Department</b>       |                                   | <b>Number of Staff</b>     | <b>Total Days Per Year</b>        |
|   | ignatianum.edu.pl            | Uniwersytet Ignatianum w Krakowie |                                   | 2                          | 10.00                             |
|   | <b>Subject Areas (ISCED)</b> |                                   |                                   |                            |                                   |
|   | <b>#</b>                     | <b>Subject Area</b>               | <b>Subject Area Clarification</b> |                            |                                   |
|   | 1                            | 0114                              |                                   |                            |                                   |
|   | 2                            | 0220                              |                                   |                            |                                   |
|   | <b>Language Skills</b>       |                                   |                                   |                            |                                   |
|   | <b>#</b>                     | <b>Language</b>                   | <b>Language Level</b>             | <b>Subject Area</b>        | <b>Subject Area Clarification</b> |
| 1 | en                           | B2                                |                                   |                            |                                   |



Erasmus+

# Inter-Institutional Agreement

Staff Mobility for Training