Erasmus+ Programme

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

Inter-institutional[1] agreement 20[26]-20[29] 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+.

A. Information about the higher education institutions

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 Chief Assist. Prof. Milena Katsarska, PhD	byanev@uni-plovdiv.bg +359 32 261 404 iro_pu@abv.bg +359 32 261 363 mkatsarska@uni-plovdiv.bg	https://iro.uni-plovdiv.bg/language/en/
Sokhumi State University, Georgia, Tbilisi	GEOSOKHU MSU04	InstitutionalErasmus Coordinator: Prof. Indira Dzagania-Tchotchua	dzagania5@gmail.com international@sou.edu.ge +995 577 17 07 06	https://www.sou.edu.ge/

[1] Inter-institutional agreements can be signed by two or more higher education institutions (HEIs), at least one of them must be located in a Programme Country of Erasmus+.

[2] Higher Education Institutions (HEI) from Erasmus+ programme countries should indicate their Erasmus code while Partner Countries HEI should mention the city where they are located.

B. Mobility numbers[3] per academic year

FROM [Erasmus code or city of the sending institution]	TO[7] [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Study cycle [short cycle, 1st, 2nd or 3rd]	Number of student mobility periods
					Student Mobility for Studies *[total number of months of the study periods or average duration*]*
BG PLOVDIV04	GEOSOKHUMSU 04	0230, 0110	*Languages, Education*	1, 2, 3	2 students/ 10 months
GEOSOKHU MSU04	BG PLOVDIV04	0230, 0110	*Languages, Education*	1, 2, 3	2 studennts/10months

FROM[7] [Erasmus code or city of the sending institution]	TO[7] [Erasmus code or city of the receiving institution]	Subject area code * [ISCED 2013]	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching *[total number of days of the teaching periods or average duration*]*	*Staff Mobility for Training* *
BG PLOVDIV04	GEOSOKHU MSU04	0230, 0110	*Languages, Education*	4 teaching (5 days)	4 training (7 days)
GEOSOKHU MSU04	BG PLOVDIV04	0230, 0110	*Languages, Education*	2 teaching (5 days)	3 Training (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	*Optional: Subject*	Main language	Additional language	Recommended language of instruction level[4]

[4] See Common European Framework of Reference for Languages

[Erasmus code or city]	area	of instruction	of instruction	Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG PLOVDIV04		Bulgarian, Russian, English	EN, RU, DE, FR, ES, IT	B1 or higher	B2
GEOSOKHU MSU04		Georgian, Russian	EN, RU, BG	B1 or higher	B2

D. Respect of fundamental principles and other mobility requirements

The higher education institution(s) located in a **programme country**[5] of Erasmus+ must respect the Erasmus Charter for Higher Education of which it must be a holder. The charter can be found here:

http://eacea.ec.europa.eu/funding/2014/call_he_charter_en.php

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.

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[5] *Erasmus+ programme countries are the 28 EU countries, the EFTA countries and other European countries as defined in the Call for proposals.*

- 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.

F. Calendar

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

Receiving institution [Erasmus code or city]	**Autumn term***[month]	**Spring term***[month]
BG PLOVDIV	It is obligatory to receive the signed & complete application package by • **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 • **1 October** (students who need a visa) **1 November** (students who do not need a

		visa)
GEOSOKHUMSU04	It is obligatory to receive the signed & complete application package by • **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 • **1 October** (students who need a visa) **1 November** (students who do not need a visa)

[to be adapted in case of a trimester system or different seasons]*

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	

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/

GEOSOKHUMSU04	Dzagania5@gmail.com ; international@sou.edu.ge +995 577 17 07 06	https://www.sou.edu.ge/

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/
GEOSOKHUMSU04	Dzagania5@gmail.com ; international@sou.edu.ge +995 577 17 07 06	https://www.sou.edu.ge/

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://iro.uni-plovdiv.bg/language/en/accommodation/
GEOSOKHUMSU04	Dzagania5@gmail.com ; international@sou.edu.ge +995 577 17 07 06	https://www.sou.edu.ge/

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	03. 08. 2026	
Partner:GEOS OKHUMSU04	Prof. Indira Dzagania-Tchotchua Head of International Relations and Intercultural Communications Department	07.27.2026	