**ERASMUS+ PROGRAMME**

**Key Action 1**

**- Mobility for learners and staff –**

**Higher Education Student and Staff Mobility**

**Inter-Institutional agreement for the academic years: 2015-2016 / 2020-2021**

**A. Information about higher education institutions**

|  |  |  |
| --- | --- | --- |
| **Between** (Name of the institution and department, where relevant) | **Erasmus CODE** | **University of National and World Economy** |
| **BG SOFIA03** |
| **Contact details** (name, email, phone, website) | Institutional Erasmus Coordinator  **Assoc. prof. Ekaterina Tosheva, Ph.D.**  e-mail: [ekaterina\_tosheva@yahoo.com](mailto:ekaterina_tosheva@yahoo.com)  Erasmus Office  Studentski Grad ”Hristo Botev” UNWE – office 1003, Sofia 1700  Tel.: +359 2 81 95 389; Fax: +359 2 862 86 72  e-mail: [erasmus@unwe.bg](mailto:erasmus@unwe.bg) [www.unwe.bg/mobility/en](http://www.unwe.bg/mobility/en) | |
| **And** (Name of the institution and department, where relevant) | **Erasmus CODE** |  |
|  |
| **Contact details** (name, email, phone, website) |  | |

The institutions named above 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, in particular the recognition of the credits awarded to students by the partner institution.

**B. Mobility Numbers per academic year**

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FROM**  **[Erasmus code of the sending institution]** | **TO**  **[Erasmus code of the receiving institution]** | ***Subject area code* [ISCED code]** | ***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 SOFIA03** |  |  |  |  |  |
|  | **BG SOFIA03** |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FROM**  **[Erasmus code of the sending institution]** | **TO**  **[Erasmus code of the receiving institution]** | ***Subject area code* [ISCED]** | ***Subject area name*** | **Number of staff mobility periods** | |
| Staff Mobility for Teaching  [total number of days of teaching periods or average duration \*] | Staff Mobility for Training  \* |
| **BG SOFIA03** |  |  |  |  |  |
|  | **BG SOFIA03** |  |  |  |  |

**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  [Erasmus code]** | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level[[1]](#footnote-1)** | |
| Student Mobility for Studies  [*Minimum recommended level: B1*] | Staff Mobility for Teaching  [*Minimum recommended level: B2*] |
| **BG SOFIA03** | English | Bulgarian | B2 | B2 |
|  |  |  |  |  |

For more details on the language of instruction recommendations, see the course catalogue of each institution.

**D. Additional requirements**

**University of National and World Economy (BG SOFIA03):**

None

**E. Calendar**

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

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Autumn term** | **Spring term** |
| **BG SOFIA03** | 30th June | 30th November |
|  |  |  |

1. The receiving institution will send its decision within **5** weeks after the deadline.
2. A Transcript of Records will be issued by the receiving institution no later than **5** weeks after the assessment period has finished at the receiving HEI.
3. Termination of the agreement: the agreement can be modified or terminated unilaterally, as long as at least a one academic year notice is given. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

**F. Information**

Although a brief overview is provided in this agreement, more detailed information is sent to the nominees in order for them to prepare their exchange.

1. Grading system of the institutions:

University of National and World Economy (BG SOFIA03):

http://www.unwe.bg/mobility/en/pages/4075/international-students.html

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Bulgarian Grading System** | | | **International Grading Systems** | | |
| **Grade** | **Definition** | **Average Distribution** | **ECTS** | **10 point System** | **20 point System** |
| 6 | Excellent | 10 | A | 8.5 - 10 | 19 - 20 |
| 5 | Very good | 25 | B | 7.5 - 8.5 | 16 - 18 |
| 4 | Good | 30 | C | 6.5 - 7.5 | 13 -1 5 |
| 3 | Sufficient | 25 | D, E | 5.5 - 6.5 | 10 - 12 |
| 2 | Fail | 10 | F, FX | < 5.5 | < 10 |

1. 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:

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Contact details** | **Website for information** |
| **BG SOFIA03** | [erasmus@unwe.bg](mailto:erasmus@unwe.bg) | <http://www.mvr.bg/en/AboutUs/StructuralUnits/National%20MoI%20Services/Police/dir_migracia.htm> |
|  |  |  |

1. Insurance

a) In the case of students from the European Economic Area, they must obtain the European Health Card in their country of origin, prior to departure.

b) Students not fitting into the category detailed in a) must obtain private 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.

Exchange students are not given insurance cover automatically, unless specified. Information and assistance can be provided by the following contact points and information sources:

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Contact details** | **Website for information** |
| **BG SOFIA03** | [erasmus@unwe.bg](mailto:erasmus@unwe.bg) | <http://www.en.nhif.bg/web/guest/home> |
|  |  |  |

1. 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:

|  |  |  |
| --- | --- | --- |
| **Receiving institution**  **[Erasmus code]** | **Contact details** | **Website for information** |
| **BG SOFIA03** | [erasmus@unwe.bg](mailto:erasmus@unwe.bg) | <http://www.unwe.bg/mobility/en/pages/4075/international-students.html> |
|  |  |  |

**SIGNATURES OF THE INSTITUTIONS (legal representatives):**

|  |  |  |  |
| --- | --- | --- | --- |
| Name and Erasmus code of Institution:  **University of National and World Economy**  **BG SOFIA03**  Name and function of the official representative:  Prof. Milanka Slavova, Ph.D  Vice-Rector | | Name and Erasmus code of Institution:  Name and function of the official representative: | |
| Signature and stamp: |  | Signature and stamp: |  |
| Date: |  | Date: |  |

1. For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr> [↑](#footnote-ref-1)