



Erasmus+ Programme

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

Inter-institutional¹ agreement 2014-2021² between programme countries [Minimum requirements]³

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 related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details ⁴ (email, phone)	Website (eg. of the course catalogue)
St. Cyril and St. Methodius University of Veliko Turnovo European Integration and Mobility Office, 2 T. Turnovski str., 5003 Veliko Turnovo, Bulgaria tel. +359 62 618 268, tel. +359 62 618 310 Fax: +359 62 658505	BG VELIKO 01	Prof. Bagrelia Borisova, Erasmus Institutional coordinator e-mail: b.borisova@uni-vt.bg BA responsible: e-mail: ep@uni-vt.bg , silviya.vtu@gmail.com Incoming: incoming@uni-vt.bg Outgoing: erasmus@uni-vt.bg Teacher mobility: tm@uni-vt.bg http://www.uni-vt.bg/1/ http://www.uni-vt.bg/2/?page=1205	

¹ Inter-institutional agreements can be signed by two or more higher education Institutions

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Departmental coordinator: доц. д-р Ценка Иванова censka_vt@yahoo.com	
Uniwersytet Mikołaja Kopernika w Toruniu <i>(Nicolaus Copernicus University in Toruń)</i>	PL TORUN01	International Programmes Office, Nicolaus Copernicus University, ul. Gagarina 11, 87-100 Toruń, Poland; tel/fax. +48 56 6114929, tel. 611 -4928, -2246 Ewa Derkowska- Rybicka (ewader@umk.pl) - Erasmus Institutional Coordinator (STA , STT) Małgorzata Grudzińska (incoming@erasmus.umk. pl) - incoming students; placements Marta Wiśniewska (mawi@umk.pl), Marta Błaszczuk (martaslo@umk.pl) - outgoing students; placements	ERASMUS incoming information: http://www.umk.pl/en/cooperation/erasmus/ Lecture catalogue: http://www.umk.pl/en/cooperation/erasmus/students/study/ Semester dates: http://www.umk.pl/en/cooperation/guide/calendar/

B. Mobility numbers⁵ 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	TO	Subject area code * [ISCED]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
[Erasmus code of the sending institution]	[Erasmus code of the receiving institution]				Student Mobility for Studies	Student Mobility for Traineeships *
[total number of months of the study periods or average duration*]						
BG VELIKO 01	PL TORUN01	222	09.0 Languages and Philological Sciences	1 st 2 nd	2*5 months	2*5 months

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional*):
<http://www.unesco.org/Education/Programs/Erasmus/Erasmus-national-classification-of-education.aspx>

		222	09.0 Languages and Philological Sciences	1 st 2 nd	2*5 months	2*5 months
PL TORUN01	BG VELIKO 01	222	09.0 Languages and Philological Sciences	1 st 2 nd	2*5 months	2*5 months
		222	09.0 Languages and Philological Sciences	1 st 2 nd	2*5 months	2*5 months

[*Optional: subject area code & name and study cycle are optional. Inter-institutional agreements are not compulsory for Student Mobility for Traineeships or Staff Mobility for Training. Institutions may agree to cooperate on the organisation of traineeship; in this case they should indicate the number of students that they intend to send to the partner country. Total duration in months/days of the student/staff mobility periods or average duration can be indicated if relevant.]

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 Staff Mobility for Training * [total number of days of teaching periods or average duration *]	
BG VELIKO 01	PL TORUN01	222	09.0 Languages and Philological Sciences	1*7 days	
		222	09.0 Languages and Philological Sciences	1*7 days	
PL TORUN01	BG VELIKO 01	222	09.0 Languages and Philological Sciences	1*7 days	
		222	09.0 Languages and Philological Sciences	1*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 [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG VELIKO 01		Bulgarian	English	B1	B2
PL TORUN01		Bulgarian	PL	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

[Please specify whether the institutions have the infrastructure to welcome students and staff with disabilities.]

BG VELIKO 01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@uni-vt.bg

PL TORUN01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@erasmus.umk.pl

E. Calendar

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

Receiving institution	Autumn term*	Spring term*
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⁶ 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>

[Erasmus code]	[month]	[month]
BG VELIKO 01	July 15	November 30
PL TORUN01	June, 1st	November, 1st

2. The receiving institution will send its decision within 1 week.
3. A Transcript of Records will be issued by the receiving institution no later than [4] weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement
[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."]

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide⁷. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

BG VELIKO 01:

Scale	Grade Description	US Grade Notes
6.00	Отличен (Excellent)	A
5.00 - 5.99	Много добър (Very Good)	B+
4.00 - 4.99	Добър (Good)	B
3.00 - 3.99	Среден (Sufficient)	C

⁷ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

2.00 - 2.99 Слаб (Poor)

F Fail

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]	Contact details (email, phone)	Website for information
BG VELIKO 01	incoming@uni-vt.bg	http://www.uni-vt.bg/2/?page=1205
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/

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]	Contact details (email, phone)	Website for information
BG VELIKO 01	incoming@uni-vt.bg	http://www.uni-vt.bg/2/?page=1205
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/



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]	Contact details (email, phone)	Website for information
BG VELIKO 01	incoming@uni-vt.bg	http://www.uni-vt.bg/1/
PL TORUN01	incoming@erasmus.umk.pl Tel. Toruń campus (+48 56 611 4928)	http://www.umk.pl/en/cooperation/guide/issues/#A1 Polish Ministry of Foreign Affairs www.msz.gov.pl/en/travel_to_poland/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁸
BG VELIKO 01	Prof. Plamen LEGKOSTUP, Dr.Habil, Rector	22-01-2014	
PL TORUN01	dr hab. Adam Bednarek, prof. UMK, Dean	15.01.2014	

⁸ Scanned signatures are accepted