



Partner's logo

Erasmus+ Programme

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

Inter-institutional agreement 2020- Call 2021 between programme 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 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 ¹	Website
PLOVDIVSKI UNIVERSITET "PAISII" HILENDARSKI	BG PLOVDIV04	<u>Institutional Erasmus Coordinator</u> Assoc.Prof. Boryan Yanev; byanev@gmail.com; +359 32 261 478 <u>Agreements' Administrator</u> Radosveta Mishevskva; iro_pu@abv.bg; + 359 32 261 363 <u>Faculty Agreements' Coordinator</u> Assoc. Prof. Meglena Zlatkova, PhD Faculty of Philosophy and Hisotry Milena Katsarska, PhD Philology Faculty mkatsarska@uni-plovdiv.bg	https://uni-plovdiv.bg https://uni-plovdiv.bg/en/
Università degli Studi dell'Insubria	I VARESE 02 PIC code 999855243	International Office Institutional Coordinator Prof. Giorgio Maria Zamperetti Administrative Contact: International Relations office Luca Gallo, Head Officer e-mail: relint@uninsubria.it Departmental Coordinator: Prof. ssa Tiziana Benincori	https://www.uninsubria.eu/

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

B. Mobility numbers² 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]	Subj ect area code * [ISCE D]	Subject area name *	Stud y cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships *
BG PLOVDIV04	I VARESE02	022	Humanities	1 st and/or 2 nd	4 student(s) x 5 - 6 months each = 20/24 total months	2nd only 1 student TBD by individual agreement
		03	Social Sciences			
		0314	Sociology and cultural studies			
		023	Languages			
I VARESE02	BG PLOVDIV04	022	Humanities	1 st and/or 2 nd	4 student(s) x 5 - 6 months each = 20/24 total months	2nd only 1 student, 3 months, Thesis
		03	Social Sciences			
		0314	Sociology and cultural studies			
		023	Languages			

[*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 [total number of days of teaching periods or average duration *]	Staff Mobility for Training *

² Mobility numbers can be given per sending/receiving institutions and per education field (optional*: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>)

BG PLOVDIV04	I VARESE02	022 03 0314 023	Humanities Social Sciences Sociology and cultural studies Languages	3 person(s) x min. 2 days x min. 8 teaching hrs. each	3 person(s) x min. 5 days each
I VARESE02	BG PLOVDIV04	022 03 0314 023	Humanities Social Sciences Sociology and cultural studies Languages	3 person(s) x min. 2 days x min. 8 teaching hrs. each	3 person(s) x min. 5 days each

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG PLOVDIV04		BG	EN (staff only)	B1	B2
I VARESE02		Italian	English	B1 English - No certification required	B2 English- No certification required

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

PARTNER UNIVERSITY ERASMUS ID CODE
BG PLOVDIV04

I VARESE02:

³For 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>

- Students' application for an international mobility at Università degli Studi dell'Insubria is only possible by use of the online application form available on website
- https://uninsubria.erasmusmanager.it/Incoming/menu_iniziale.aspx
- Local Tutors chosen among our students will help incoming students with practical issues like opening a bank account, registration, accommodation , etc
- Language course: International students can join intensive Italian language courses (30hrs) during the first month after their arrival. The courses are free of charge and offered for beginners and Intermediate levels.
- Università degli Studi dell'Insubria welcomes students with disabilities. The necessary individual arrangements need to be discussed well in advance (6 months prior to arrival).

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
BG PLOVDIV04	30 June (applic)	30 November (applic)
IVARESE02	Nomination and application deadline: 15 June	Nomination and application deadline: 15 November

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

- The receiving institution will send its decision within [4] weeks.
- 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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]
- 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' guide⁴. 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.]

BGPLOVDIV04:

In the Bulgarian System, marks are graded from 2 to 6, with 3 being the minimum score required to pass:

⁴ http://ec.europa.eu/education/tools/docs/ects-guide_en.pdf

Bulgarian Grade	Description
Отличен (6)	Excellent performance
Много Добър (5)	Very good performance
Добър (4)	Good performance
Среден (3)	Acceptable performance
Слаб (2)	Insufficient performance
Не се явил	Exam not done by the student

I VARESE02:

I VARESE02

Italian grading system

Individual subjects are graded on a scale from 1 to 30, with 18 and 30 as minimum and maximum grade respectively.

A 'cum laude' can be added to the maximum grade as a special distinction.

GRADE	DEFINITION	ECTS GRADES
30 cum laude	Excellent	A
29-30	very good	B
27-28	Good	C
24-26	satisfactory	D
18-23	Sufficient	E

According to the ECTS, Italian degree courses are structured in credits. Each subject is assigned a number of credits which the student obtains when s/he passes the final examination. **A university Italian credit corresponds to 25 hours of global work per student, time for personal study included**

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
BGPLOVDIV04	iro_pu@abv.bg	https://uni-plovdiv.bg/pages/index/160/
I VARESE02	Erasmus @uninsubria.it	https://www.uninsubria.it/

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
BGPLOVDIV04	iro_pu@abv.bg	https://uni-plovdiv.bg/pages/index/160/

I VARESE02	Erasmus @uninsubria.it	https://www.uninsubria.it/
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I VARESE 02

ALL IVARESE02 outgoing students benefit of an Insurance against accidents and for Third party Responsibility, even when they are abroad, for instance on Erasmus.

Regarding the health coverage, as all our incoming students legally residing in Italy, they are covered abroad by the EU Health card.

- Accident policy n. . 3706641803 stipulated with Generali Italia S.p.A (expiration date 31/10/2022);

- Liability insurance n. ITCASCO05500,, stipulated with CHUBB European Group Limited Rappresentanza generale per l'Italia(expiration date 31/10/2022);

ACCIDENT POLICY coverage in case of : Death, body repatriation, permanent disability, permanent disability due to illness

LIABILITY INSURANCE coverage in case of : incident, person killed or bodily injured damage to property even if they belong to more people.



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
BGPLOVDIV04	iro_pu@abv.bg	https://uni-plovdiv.bg/pages/index/160/ https://uni-plovdiv.bg/pages/index/160/
I VARESE02	dirittoallostudio@uninsubria.it	https://www.uninsubria.it/

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature⁵
BGPLOVDIV04	Assoc. Prof. Nadya Cherneva, Vice-Rector	14.12.2020	
I VARESE02	Prof. Giorgio Maria Zamperetti, Institutional Coordinator	16.2.21	

⁵Scanned signatures are accepted. IIA Scanned copy by email is enough, please, don't send hard copies by postal mail.