



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

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.

Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2022/2023]	[2021]
End of validity	[2028/2029]	[2028]

A. Information about the higher education institutions

Name of the institution	Erasmus code	Contact details	Websites
University of Zagreb Sveučilište u Zagrebu	HR ZAGREB01	Renata Hranjec Erasmus International Coordinator Email: erasmus.coordinator@unizg.hr Faculty of Science	General Website: http://www.unizg.hr/

Faculty of Science		<p>Antonijo Simunović, International Relations Office, Horvatovac 102 a, 10000 Zagreb Tel: +385 1 4606 091, Fax: + 385 1 4606 013, E-mail: international@dekanat.pmf.hr</p> <p>Department of Biology Assist. Prof. Sandra Hudina shudina@biol.pmf.hr</p>	<p>http://www.pmf.unizg.hr/</p> <p>https://www.pmf.unizg.hr/en/international-relationships/student-mobility/information-package-2021-2022/</p>
UNIVERSITY OF PLOVDIV “Paisii Hilendarski” Faculty of Biology Department of Ecology and Environmental Conservation	BG PLOVDIV04	<p>Institutional Erasmus Coordinator Assoc. Prof. Boryan YANEV; byanev@gmail.com; +359 32 261 478 https://uni-plovdiv.bg/en/pages/index/160/</p> <p>Agreements' Administrator Radosveta MISHEVSKA; iro_pu@abv.bg; + 359 32 261 363 https://uni-plovdiv.bg/en/pages/index/28/</p> <p>Faculty Agreements' Coordinator Assist. Prof. Veseia YANCHEVA; veselayancheva@yahoo.com; +359 32 261 478 https://bio.uni-plovdiv.bg/bg/%d0%bd%d0%b0%d1%87%d0%b0%d0%bb%d0%be/</p>	<p>https://uni-plovdiv.bg/en/pages/index/386/</p>

B. Mobility numbers¹ per academic year

Student Mobility

FROM	TO	Subject area code	Subject area name	Study cycle	Number of student mobility periods	
					Student mobility for Studies	Student Mobility for Traineeships
HR ZAGREB01	BG PLOVDIV04	0511	Biology	2 nd , 3 rd	3 x 5 months	3 x 3 months
BG PLOVDIV04	HR ZAGREB01	0511	Biology	2 nd , 3 rd	3 x 5 months	3 x 3 months

Staff Mobility

FROM	TO	Subject	Subject area name	Number of staff mobility periods
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		<i>area code</i>		Staff Mobility for Teaching	Staff Mobility for Training
HR ZAGREB01	BG PLOVDIV04	0511	Biology	3 teachers x 7 days	3 x 7 days
BG PLOVDIV04	HR ZAGREB01	0511	Biology	3 teachers x 7 days	3 x 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	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
			Student Mobility for Studies	Staff Mobility for Teaching
HR ZAGREB01	Croatian	English	B2	B2
BG PLOVDIV04	Bulgarian	English	B1 (No certificate required)	B2 (No certificate required)

D. Calendar

Nominations of incoming students must reach the institution by:

Receiving institution	Autumn term	Spring term
HR ZAGREB01	May 1st	November 1st
BG PLOVDIV04	June 30	November 30

Applications from incoming students must reach the institution by:

Receiving institution	Autumn term	Spring term
HR ZAGREB01	May 15th	November 10th
BG PLOVDIV04	June 30	November 30

Application procedure for incoming students

Receiving institution	Contact details	Website for information
HR ZAGREB01	incoming@unizg.hr +38514698105	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/
BG PLOVDIV04	Email: ts.angelova@uni-plovdiv.bg	https://uni-plovdiv.bg/en/pages/index/386/

	+359 32 261 363	
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E. Additional requirements

Receiving institution	Requirement	Details	Website for information
HR ZAGREB01		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@unizg.hr	
BG PLOVDIV04	Academic requirements	<ul style="list-style-type: none"> - Exchange studies for PhD students are organized according to individual plans. - Incoming staff members should apply for visits to the respective faculty coordinators. - The Orientation Days prior to the start of the study period are compulsory for all incoming students. 	https://uni-plovdiv.bg/en/pages/index/386/

The receiving institution will send its decision within **3 weeks, and no later than 5 weeks.**

Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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	Available infrastructure adjusted for people with:	Contact details	Website for information
HR ZAGREB01		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@unizg.hr	h
BG PLOVDIV04	The Plovdiv University has infrastructure to welcome students and faculty members with disabilities and those with children	Email: ts.angelova@uni-plovdiv.bg +359 32 261 363	https://uni-plovdiv.bg/en/pages/index/386/

Receiving institution	Available support	Description of support	Contact details (email, phone)	Website for information
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	services for people with:	services (optional)		
HR ZAGREB01			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@unizg.hr	
BG PLOVDIV04	The Plovdiv University has infrastructure to welcome students and faculty members with disabilities and those with children		Office of International Cooperation Email: ts.angelova@uni-plovdiv.bg +359 32 261 363	https://uni-plovdiv.bg/en/pages/index/386/

F. Information

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:

Institution	Contact details	Website for information
HR ZAGREB01	Mrs. Petra Šarenić The University of Zagreb Student Centre Savska cesta 25, Zagreb, 10 000, Croatia Phone: +385-1-4593-582 E-mail: petra.sarenic@sczg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/housing/ http://www.sczg.unizg.hr/smjestaj/foreign-students/dormitory/
BG PLOVDIV04	Office of International Cooperation Email: ts.angelova@uni-plovdiv.bg +359 32 261 363	https://uni-plovdiv.bg/en/pages/index/386/

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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	Contact details	Website for information
HR ZAGREB01	incoming@unizg.hr +38514698105	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/
BG PLOVDIV04	Office of International Cooperation Email: ts.angelova@uni-plovdiv.bg +359 32 261 363	https://uni-plovdiv.bg/en/pages/index/386/

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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	Contact details	Website for information
HR ZAGREB01	incoming@unizg.hr +38514698105	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/
BG PLOVDIV04	ts.angelova@uni-plovdiv.bg +359 32 261 363	https://uni-plovdiv.bg/en/pages/index/386/

4. Grading System

BG PLOVDIV04: 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
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

HR ZAGREB01: <http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/academic-information/the-ects-system-and-student-progress-assessment/>

5. Additional information

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.

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
HR ZAGREB01	Prof. Mirko Planinić, PhD., Dean, Faculty of Science	26.10.2022.	
BG PLOVDIV04	Assoc. Prof. Boryan YANEV, PhD Institutional Erasmus Coordinator	31/10/22	



² Scanned signatures are accepted