



ERASMUS+ PROGRAMME
Key Action 1
- Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-Institutional agreement for the academic years: 2016-2017 / 2020-2021

A. Information about higher education institutions

Between (Name of the institution and department, where relevant)	Erasmus CODE BG SOFIA03	University of National and World Economy
Contact details (name, email, phone, website)	Institutional Erasmus Coordinator Assoc. prof. Ekaterina Tosheva, Ph.D. e-mail: 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 www.unwe.bg/mobility/en Departmental Coordinator Assoc. Prof. Dr. Jivko Ivanov Draganov Department: Private Legal Studies; Faculty: Law Tel. +359 2 81 95 676 E-mail: jdraganov@unwe.bg	
And (Name of the institution and department, where relevant)	Erasmus CODE HR ZAGREB01	University of Zagreb
Contact details (name, email, phone, website)	Institutional coordinator: Ida Ogulinac (Ms) , erasmus.coordinator@unizg.hr , Tel: +385-1-46-98-128 Faculty coordinator: Igor Kanižaj, Ph.D. Vice-dean for science and international relations http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/degrees-and-studies/exchange@fpzg.hr Tel: +38514642101, Fax: +38514655316 http://www.fpzg.unizg.hr/en/cooperation/courses	

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, 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*]
BG SOFIA03	HR ZAGREB01	0421	Law	1 st , 2 nd	10 (2 students x 5 months)
HR ZAGREB01	BG SOFIA03	0313	Political Science and Civics	1 st , 2 nd	10 (2 students x 5 months)
HR ZAGREB01	BG SOFIA03	0321	Journalism and Reporting	1 st , 2 nd	10 (2 students x 5 months)

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	HR ZAGREB01	0421	Law	10 days (2 persons x 5 days)	/
HR ZAGREB01	BG SOFIA03	0313	Political Science and Civics	10 days (2 persons x 5 days)	/
HR ZAGREB01	BG SOFIA03	0321	Journalism and reporting	10 days (2 persons x 5 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]	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG SOFIA03	English	Bulgarian	B2	B2
HR ZAGREB01	English	Croatian	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

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
E. Calendar

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

Receiving institution [Erasmus code]	Autumn term	Spring term
BG SOFIA03	31 st July	30 th November
HR ZAGREB01	10 May	10 November

2. The receiving institution will send its decision within 5 weeks after the deadline.
3. 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.
4. 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 - 15
3	Sufficient	25	D, E	5.5 - 6.5	10 - 12
2	Fail	10	F, FX	< 5.5	< 10

HR ZAGREB 01:

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

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:

Receiving institution [Erasmus code]	Contact details	Website for information
BG SOFIA03	erasmus@unwe.bg	http://www.mvr.bg/en/AboutUs/StructuralUnits/National%20MoI%20Services/Police/dir_migracia.htm
HR ZAGREB01	incoming@unizg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/

3. 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:


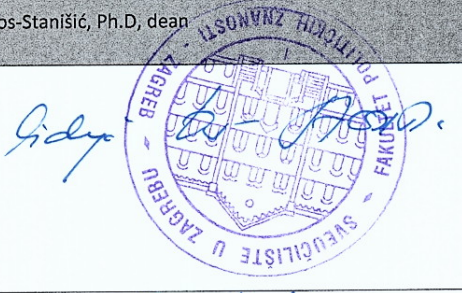
Receiving institution [Erasmus code]	Contact details	Website for information
BG SOFIA03	erasmus@unwe.bg	http://www.en.nhif.bg/web/guest/home
HR ZAGREB01	incoming@unizg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/before-coming-to-zagreb/

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:

Receiving institution [Erasmus code]	Contact details	Website for information
BG SOFIA03	erasmus@unwe.bg	http://www.unwe.bg/mobility/en/pages/4075/international-students.html
HR ZAGREB01	vlado.levak@sczg.hr	http://www.unizg.hr/homepage/international-exchange/exchange-students/student-counselling-and-support-services/housing/

SIGNATURES OF THE INSTITUTIONS (legal representatives):

Name and Erasmus code of Institution: University of National and World Economy BG SOFIA03		Name and Erasmus code of Institution: University of Zagreb HR ZAGREB01	
Name and function of the official representative: Prof. Milanka Slavova, Ph.D Vice-Rector		Name and function of the official representative: Izv. prof. Lidija Kos-Stanišić, Ph.D, dean	
Signature and stamp:		Signature and stamp:	
Date:	07.03.2016	Date:	2. 3. 2016.