



Erasmus+ Programme

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

Inter-institutional agreement 2014-2021 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 (email, phone)	Website (eg. of the course catalogue)
BRNO UNIVERSITY OF TECHNOLOGY Faculty of Electrical Engineering and Communication	CZ BRNO01	Erasmus Institutional Coordinator: <i>Bc. Tomáš Lády</i> E-mail: lady@ro.vutbr.cz Phone: +420 5 4114 5145 Administrative Contact: <i>Jarmila Pončová</i> E-mail: poncova@feec.vutbr.cz Phone: +420 5 4114 6328, Fax: +420 5 4114 6353 Department Coordinator: <i>Ing. Stanislav Klusáček, Ph.D.</i> Phone: +420 5 4114 6433 E-mail: klusacek@feec.vutbr.cz	http://www.feec.vutbr.cz/studium/studenllp/index.php.en
Technical University of Sofia – branch Plovdiv	BG SOFIA16	Erasmus Institutional Coordinator: Prof. Valeri Mladenov, Ph.D. E-mail: valerim@tu-sofia.bg Phone: (+359 2) 965 2131 Fax: (+359 2) 86 82 131	

Faculty of Electronics and Automation		Administrative Contact: Mrs Dimitrinka Margenova E-mail: margenova@tu-sofia.bg Phone: +359 2 965 2655 Department Coordinator: Assoc. Prof. Ivan Ganchev, Ph.D. Phone: + 359 659 525 E-mail: ganchev@tu-plovdiv.bg	
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B. Mobility numbers¹ 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]	Subject area name *	Study cycle [short cycle, 1 st , 2 nd or 3 rd] *	Number of student mobility periods	
					Student Mobility for Studies [number of students/total number of months of the study periods *]	Student Mobility for Traineeships *
CZ BRNO01	BG SOFIA16	0713/0714	Electricity and energy/Electronics and automation	1 st , 2 nd , 3 rd	2/12	--
BG SOFIA16	CZ BRNO01	0713/0714	Electricity and energy/Electronics and automation	1 st , 2 nd , 3 rd	2/12	--

UNESCO 2013 - ISCED Codes: <http://www.uis.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

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 *

¹ 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>

CZ BRNO01	BG SOFIA16	0713/ 0714	Electricity and energy/Electronics and automation	2 per 10 days	-
BG SOFIA16	CZ BRNO01	0713/ 0714	Electricity and energy/Electronics and automation	2 per 10 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 ²	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
CZ BRNO01		English		B1	B2
BG SOFIA16		English		B1	B2

Remarks: Based on the learning agreement (courses chosen or project work) students may need to hand in an official document from the sending HEI or respective institution, stating the required language level in EN/DE/FR Language. (Please select the relevant term!).

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

CZ BRNO01

² 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>

Additional requirements for incoming students: basic knowledge of technical university physics, mathematics and theoretical electrical engineering – minimal grade 6/10.

BG SOFIA16

1/ Incoming Exchange Students are required to agree on the duration and kind of studies (study courses or project work) with the faculty (agreement coordinator) prior arrival at TU – Sofia.

2/ TU- Sofia could welcome students and staff with disabilities, only according to prior approval of each separate case.

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
CZ BRNO01	Application Deadline: Autumn semester/ Full academic year: May 31 th	Application Deadline: November 15 th
BG SOFIA16	TU – Sofia needs to receive the signed & complete application package by <ul style="list-style-type: none"> ▪ 1 May (students who need a visa) ▪ 15 June (students who do not need a visa) 	TU – Sofia needs to receive the signed & complete application package by <ul style="list-style-type: none"> ▪ 1 October (students who need a visa) ▪ 15 November (students who do not need a visa)

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

2. The receiving institution will send its decision within 4 weeks.

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.

TU – Sofia, BG SOFIA16:

1/ Incoming Exchange Students are required to agree on the duration and kind of studies (study courses or project work) with the faculty (agreement coordinator) prior arrival at TU – Sofia.

2/ TU- Sofia could welcome students and staff with disabilities, only according to prior approval of each separate case.

4. Termination of the agreement

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. 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

CZ BRNO01

BUT Grading System		
A	(90-100)/100	Excellent
B	(80-89)/100	Very good
C	(70-79)/100	Good
D	(60-69)/100	Satisfactory
E	(50-59)/100	Sufficient
F	(0-49)/100	failed

BG SOFIA16

ECTS grade	points	mark	Bulgarian-in words	English-in words
A	100-90	6.0	ОТЛИЧЕН	EXCELLENT
B	89-80	5.0	МНОГО ДОБЪР	VERY GOOD
C	79-70	4.0	ДОБЪР	GOOD
D	69-60	3.5	ЗАДОВОЛИТЕЛЕН	SATISFACTORY
E	59-50	3	ДОСТАТЪЧЕН	SUFFICIENT
F	49-0	2	НЕДОСТАТЪЧЕН	FAILED

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
CZ BRNO01		https://www.vutbr.cz/en/studies/study-abroad/information-for-incoming-students
BG SOFIA16	Int.integration Dept. Mrs. O. Ignatova , E mail: oignatova@tu-sofia.bg Tel. +359(02) 9653436; Mrs. D. Margenova: E mail: margenova@tu-sofia.bg Tel. +359(02) 9652655	http://www.mfa.bg/setlang/en/ http://www.tu-sofia.bg/Erasmus/index.bg http://www.tu-sofia.bg/eng_new

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
CZ BRNO01		https://www.vutbr.cz/en/studies/study-abroad/information-for-incoming-students
BG SOFIA16	Int.integration Dept. Mrs. O. Ignatova , E mail: oignatova@tu-sofia.bg Tel. +359(02) 9653436; Mrs. D. Margenova: E mail: margenova@tu-sofia.bg Tel. +359(02) 9652655	http://www.tu-sofia.bg/Erasmus/index.bg http://www.tu-sofia.bg/eng_new

4. Housing

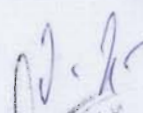
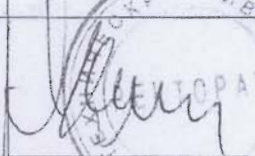
The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following persons and information

sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
CZ BRNO01	E-mail: ubytovatelky@skm.vutbr.cz Tel. +420 541 142 930-3	http://www.kam.vutbr.cz/english/
BG SOFIA16	Int.integration Dept. Mrs. O. Ignatova , E mail: oignatova@tu-sofia.bg Tel. +359(02) 9653436; Mrs. D. Margenova: E mail: margenova@tu-sofia.bg Tel. +359(02) 9652655	http://www.tu-sofia.bg/Erasmus/index.bg http://www.tu-sofia.bg/eng_new

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
CZ BRNO01	Ass. Prof. Jiri Haze Vice-Dean of FEEC BUT for External Relations and Foreign Affairs	29.1.2014	
BG SOFIA16	VICE RECTOR, PROF. DR. ENG. VALERI MLADENOV TECHNICAL UNIVERSITY 1000 SOFIA 8, KLEMENT OHRIDSKI BLVD. Tel. +3592 8623073 Fax: +3592 8683215	26/1/14	



³ Scanned signatures are accepted