Erasmus+ Programme

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

Inter-institutional[1] agreement 2018-2021
between programme countries

[Minimum requirements][2]

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[3] (email, phone)	Website (eg. of the course catalogue)
"NIKOLA VAPTSAROV" NAVAL ACADEMY "V. Drumev" 73 str., Varna 9023 Bulgaria	BG VARNA05	Institutional Erasmus coordinator: Assoc. Prof Zhelyazko NIkolov PhD.; zhelyazko_nikolov@abv.bg; +35952552244	http://erasmus.nvna.eu/ https://nvna.eu/wp/international-students/
BRNO UNIVERSITY OF TECHNOLOGY Faculty of Electrical Engineering and Communication	CZ BRNO01	Erasmus Institutional Coordinator: Mgr. Petr Hanslian E-mail: hanslian@ro.vutbr.cz Phone: +420 5 4114 5145 Administrative Contact: Jana Nosková E-mail: noskova@feec.vutbr.cz Phone: +420 5 4114 6328 Department Coordinator: Assoc. Prof. Petr Toman, Ph.D. Phone: +420 5 4114 6200 E-mail: toman@feec.vutbr.cz	http://www.feec.vutbr.cz/studium/studen_llp/index.php.en Courses: https://www.vutbr.cz/en/students/courses?data%5Bfid%5D=&data%5Bsemestr%5D=&data%5Brok%5D=2019&data%5Bjmv%5D=en&data%5Bnzs%5D=1&data%5Bp_nazev%5D=&action=search

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

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

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

B. Mobility numbers[4] per academic year

[Paragraph to be added, if the agreement is signed for more than one 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, 1st, 2nd or 3rd] [5]	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 VARNA 05	CZ BRNO01	0713	Electricity and energy	1st, 2nd	2/24	
CZ BRNO01	BG VARNA 05	0713	Electricity and energy	1st, 2nd	2/24	

[*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 *
CZ BRNO01	BG VARNA 05	0713	Electricity and energy	2 staff x 5 days (min 8 hours)	2 staff x 5 days (min 8 hours)
BG VARNA 05	CZ BRNO01	0713	Electricity and energy	2 staff x 5 days (min 8 hours)	2 staff x 5 days (min 8 hours)

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:

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[4] 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)

[5] 1st: undergraduate , 2nd: master or 3rd: PhD

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level[6]	
BG VARNA 05	Language	English	English	B2	B2
CZ BRNO01	Language	English	English	B2	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

BG VARNA 05 :

Regarding infrastructure for students and staff with disabilities, please visit our website: http://www.nvna.eu/

CZ BRNO01

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

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

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 VARNA 05	1st of September	1st of February
CZ BRNO01	Nomination: 1 March - 30 April E-application: 31 March-31 May Delivery of appl. mat.: 30 June	Nomination: 1 June - 15 October E-application: 15 September-15 November Delivery of appl. mat.: 15 December

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

2. The receiving institution will send its decision within 8 weeks.

3. Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
BG VARNA 05	SEPTEMBER - FEBRUARY	FEBRUARY - JUNE
CZ BRNO01	SEPTEMBER - FEBRUARY	FEBRUARY - JUNE

4. A Transcript of Records will be issued by the receiving institution no later than five weeks after the assessment period has finished at the receiving HEI.

5. Termination of the agreement: Each party reserves the right to extend, amend or terminate the inter-institutional agreement on the basis of reciprocity. In the event of unilateral termination of the agreement, either party should inform the other party in writing about its decision to discontinue the exchanges with a notice of at least one academic year, provided that such termination shall not affect the students nominated prior to the date of notification. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

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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

1. Grading systems of the institutions

In N.Y.Vaptsarov Naval Academy System, each course unit is graded on a scale from 2 to 6 points, as follows:

Achieve-ment level	Grade in NVNA	Meaning	Approx. ECTS grade
very high	6	excellent	A
high	5	very good	B
	4	good	C
medium	3	satisfactory	D
low	2	unsatisfactory	Fail

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

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 VARNA05	Institutional Erasmus coordinator: Assoc. Prof Zhelyazko NIkolov PhD.; zhelyazko_nikolov@abv.bg ; +35952552244	http://erasmus.nvna.eu/
CZ BRNO01		https://www.vutbr.cz/en/international/info/visa

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 VARNA05	Institutional Erasmus coordinator: Assoc. Prof Zhelyazko NIkolov PhD.; zhelyazko_nikolov@abv.bg; +35952552244	http://erasmus.nvna.eu/
CZ BRNO01		https://www.vutbr.cz/en/international/info/insurance

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 VARNA05	Institutional Erasmus coordinator: Asst.Prof Zhelyazko NIkolov . ; zhelyazko_nikolov@abv.bg; +35952552244	http://erasmus.nvna.eu/
CZ BRNO01	E-mail: ubytovatelky@skm.vutbr.cz Tel. +420 541 142 930-3	https://www.vutbr.cz/en/international/info/accommodation http://www.kam.vutbr.cz/english/Default.aspx?p=PPV

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature[7]
BG VARNA05	Prof. Boyan Mednikarov, Captain (Navy) Rector		
CZ BRNO01	Ass. Prof. Jiri Haze Vice-Dean of FEEC BUT for External Relations and Foreign Affairs	6.3.2019	

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[7] Scanned signatures are accepted