**Erasmus+ Programme  
– Mobility for learners and staff –   
Higher Education Student and Staff Mobility**

**Inter-institutional agreement 2014-2021**

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** | **Erasmus code** | **Contact details**  **(email, phone)** | **Website** |
| **University of Chemical Technology and Metallurgy Sofia (UCTM)** | **BG SOFIA20** | **Institutional Coordinator**  Prof. Rossica Betcheva  [betcheva@uctm.edu](mailto:betcheva@uctm.edu)  Tel/Fax:+3592 9625219 | www.uctm.edu |
| **Partner:** |  | **Institutional Coordinator** |  |

**B. Mobility numbers per academic year**

**Student Mobility (Studies, Traineeship)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **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]*** | **Total number of students/months** | |
| **SMS** | **SMP** |
| **BG SOFIA20** |  |  |  | 1st, 2nd  3rd | ………………….Months | ……………….Months |
|  | **BG SOFIA20** |  |  |  |  |  |

***SMS – student mobility for studying***

***SMP – student mobility for practical placement***

**Staff Mobility (Teaching, Training)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FROM** | **TO** | ***Subject area code*** | ***Subject area name*** | **Total number of staff/days** | |
| **STT1** | **STA2** |
| **BG SOFIA20** |  |  |  | ………………..Weeks |  |
|  | **BG SOFIA20** |  |  | ……………….Weeks |  |

1. Staff Mobility for training

2. Staff Mobility for teaching

**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** | ***Optional: Subject area*** | **Language of instruc­tion 1** | **Language of instruc­tion 2** | **Recommended language of instruction level** | |
| Student Mobility for Studies | Staff Mobility for Teaching |
| BG SOFIA20 |  | ENGLISH |  | B1 recommended | B1 recommended |
| **Partner:** |  | ENGLISH |  | B1 | B1 |

**E. Calendar**

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

|  |  |  |
| --- | --- | --- |
| **Receiving institution** | **Autumn term** | **Spring term** |
| BG SOFIA20 | 1st July ( for courses)  Flexible for Diploma thesis and PhD students | 15th October(for courses)  Flexible for Diploma thesis and PhD students |
| **Partner:** |  |  |

2. The receiving institution will send its decision within 1 week.

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 or changes in the data set above can be amended annually if communicated before November 30th. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

**F. Information**

|  |  |  |
| --- | --- | --- |
|  | **BG SOFIA20** |  |
| WWW for Incoming Students | <http://www.uctm.edu> |  |
| Course Catalogue | <http://www.uctm.edu/enversion/index.php?option=com_content&view=article&id=9&Itemid=29> |  |
| Housing | <http://www.uctm.edu/index.php?option=com_content&view=article&id=32&Itemid=167> |  |
| Visa Information | <http://www.uctm.edu/index.php?option=com_content&view=article&id=1&Itemid=154> |  |
| Insurance Information | <http://www.uctm.edu/index.php?option=com_content&view=article&id=1&Itemid=154> |  |

**SIGNATURES OF THE INSTITUTIONS (legal representatives)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Name, function** | **Date** | **Signature** |
| **BG SOFIA20** | Prof.R.Betcheva, Dean,  Institutional Erasmus Coordinator |  |  |
|  |  |  |  |

Scanned signatures are accepted