



Erasmus+ Programme

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

Inter-institutional¹ agreement 2019-20[21]² between programme countries

[Minimum requirements]³

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 ⁴ (email, phone)	Website (eq. of the course catalogue)
UNIVERSIDADE NOVA DE LISBOA – Faculdade de Ciências e Tecnologia	P LISBOA03	Vice-Rector for International Development: Prof. João Amaro de Matos Email: erasmus@unl.pt Tel.: +351 21 384 52 07/8 ----- Subject Area Contact: Stanimir Valtchev, Prof Dr Tel +351212947892 Email: ssv@fct.unl.pt	www.unl.pt http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms

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

² Higher Education Institutions have to agree on the period of validity of this agreement

³ Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

⁴ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		Administrative SAM Email: div.a.ae.mobildade@fct.unl.pt Tel: + 351 21 294 78 20/7	
"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; tel:+35952552244 Subject Area Contact: Prof. Chavdar Aleksandrov Tel: +359 887 518 891 Email: chavdar.alexandrov@gmail.com	http://www.naval-acad.bg/en/international-activities/erasmus

B. Mobility numbers⁵ per 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 [Total number of months of the study periods or average duration ⁶]	Student Mobility for Traineeship [05 /]
P LISBOA03	BG VARNA05	061	Information and Communication Technologies (ICTs)	1st	2 x 5 months	
BG VARNA05	P LISBOA03	061	Information and Communication Technologies (ICTs)	1st	2 x 5 months	
P LISBOA03	BG VARNA05	071	Engineering and engineering trades	1st	2 x 5 months	
BG VARNA05	P LISBOA03	071	Engineering and engineering trades	1st	2 x 5 months	

⁵ Mobility numbers can be given per sending/receiving institutions and per education field (optional⁶):
<http://www.us.unesco.org/Education/Pages/international-standard-classification-of-education.aspx>

[*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.]

Staff mobility:

FROM <small>[Erasmus code of the sending institution]</small>	TO <small>[Erasmus code of the receiving institution]</small>	Subject area code <small>[ISCED]</small>	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching <small>[total number of days of teaching periods or average duration ...]</small>	Staff Mobility for Training
P LISBOA03	BG VARNA05	061	Information and Communication Technologies (ICTs)	2 x 5 days	2 x 5 days
BG VARNA05	P LISBOA03	061	Information and Communication Technologies (ICTs)	2x 5 days	2 x 5 days
P LISBOA03	BG VARNA05	071	Engineering and engineering trades	2 x 5 days	2 x 5 days
BG VARNA05	P LISBOA03	071	Engineering and engineering trades	2 x 5 days	2 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]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ⁶	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
P LISBOA03	Language	Portuguese, English (for 1st cycles)	Portuguese and/or English (for 2nd and 3rd cycles)	Required: A2 Portuguese OR B1 English	B2
BG VARNAD5	Language	Bulgarian	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

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
P LISBOA03	May 31 st	October 31 st
BG VARNA 05	1st September	1st February

2. The receiving institution will send its decision within [4] weeks (minimum).
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. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]
4. Termination of the agreement
[In the event of unilateral termination, 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. The termination clauses must include the following disclaimer: "Neither the

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>

European Commission nor the National Agencies can be held responsible in case of a conflict.”]

F. Information

1. Grading systems of the institutions

P LISBOA03 Information available at:

http://www.fct.unl.pt/sites/default/files/erasmus_incoming/EU_Scale_FCT.pdf

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

Achievement 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

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
P LISBOA03	Email: div.a.ae.mobilidade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/information-incoming-students-and-other-visitors
BG VARNA05	Institutional Erasmus coordinator: Assoc. Prof Zhelyazko Nikolov PhD.; zhelyazko_nikolov@abv.bg; +35952552244	http://www.naval-acad.bg/en/international-activities/erasmus

3. Insurance

All students enrolled in **P LISBOA03** are covered by an accident and third party liability insurance.

It is mandatory that Mobility Students and Staff bring:

- European Health Insurance Card for medical assistance (just for people from the European Union's 27 Member States plus Iceland, Liechtenstein, Norway and Switzerland) to access health care services during temporary visits abroad;
- Insurance Health for visitors outside European Union.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA03	Email: div.a.ae.mobildade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms
BG VARNA05	Institutional Erasmus coordinator: Assoc. Prof Zhelyazko Nikolov PhD.; zhelyazko_nikolov@abv.bg; +35952552244	http://www.naval-acad.bg/en/international-activities/erasmus

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
P LISBOA03	Email: div.a.ae.mobildade@fct.unl.pt Tel.: + 351 21 294 78 20/7	http://www.fct.unl.pt/en/student/student-orientation-and-mobility/students-mobility-study-sms
BG VARNA05	Institutional Erasmus coordinator: Assoc. Prof Zhelyazko Nikolov PhD.; zhelyazko_nikolov@abv.bg; +35952552244	http://www.naval-acad.bg/en/international-activities/erasmus

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁷
P LISBOA03	Prof. João Amaro de Matos Vice-Rector for International Development	26/07/2019	
BG VARNA05	Prof. Boyan Mednikarov Rector		

⁷ Scanned signatures are accepted