

## Erasmus+ Programme

– Mobility for learners and staff –  
Higher Education Student and Staff Mobility

### Inter-institutional agreement 2015/2016-2016/2021

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 (and department, where relevant)	Erasmus code	Contact details (email, phone)
<b>UNIVERSITY "STS.CYRIL AND METHODIUS" - SKOPJE</b>  <i>Faculty of Philology</i> <i>"Blazhe Koneski"</i>	<b>MK SKOPJE01</b>	<b>Erasmus Faculty Coordinator:</b> Jovanka Lazarevska-Stancevska "Blaze Koneski" Faculty of Philology Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3240 493; e-mail: jovanka@ukim.edu.mk  <b>Institutional Coordinator:</b> Meri Cvetkovska, Vice-Rector for International Cooperation Ss. Cyril and Methodius University in Skopje Blvd. Goce Delcev 9, 1000 Skopje, R. Macedonia Tel: (+389 2) 3293 206; e-mail: M.Cvetkovska@ukim.edu.mk
<b>NEW BULGARIAN UNIVERSITY</b> <i>Department of Romance and German Studies</i>	<b>BG SOFIA02</b>	<b>Erasmus office:</b> Iliyana Ilieva New Bulgarian University 21, Montevideo Str., 1618 Sofia, Bulgaria tel. +3592/8110 647; fax: +35928110 687 e-mail: <a href="mailto:ilieva@nbu.bg">ilieva@nbu.bg</a> , <a href="mailto:erasmus.nbu@gmail.com">erasmus.nbu@gmail.com</a>  <b>Departmental Coordinator:</b> Maria Spassova, Ph.D. 21, Montevideo Str., 1618 Sofia, Bulgaria tel. +3592/8110 371; e-mail: <a href="mailto:mspassova@nbu.bg">mspassova@nbu.bg</a>

#### B. Mobility numbers per academic year

FROM	TO	Subject area code	Subject area name	Study cycle (1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> )	Total Number of students/Total number of months
------	----	-------------------------	-------------------	---	---

		[ISCED]			Student Mobility for Studies	Student Mobility for Traineeships
MK SKOPJE01	BG SOFIA02	222	Languages and Philological Sciences	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	2	1
BG SOFIA02	MK SKOPJE01	222	Languages and Philological Sciences	1 <sup>st</sup> , 3 <sup>rd</sup>	3/5	0/0

FROM	TO	Subject area code [ISCED]	Subject area name	Total Number of staff mobility/ Total number of days	
				Staff Mobility for Teaching	Staff Mobility for Training
MK SKOPJE01	BG SOFIA02	222	Languages and Philological Sciences	2	1
BG SOFIA02	MK SKOPJE01	222	Languages and Philological Sciences	1/5	0/0

### 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
MK SKOPJE01	222	Macedonian	Spanish/German/French/Italian	B1- B2	B2
BG SOFIA02	222	Bulgarian	Spanish/German/French/Italian	B1	B2

### Additional requirements

[To be completed if necessary, other requirements may be added on academic or organisational aspects, e.g. the selection criteria for students and staff; measures for preparing, receiving and integrating mobile students and/or staff]

**BG SOFIA02:** In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office:

<http://www.rbu.bg/index.php?l=994&lang>

**MK SKOPJE01:** In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office:

### Calendar

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



Receiving institution	Winter term (month)	Summer term (month)
BG SOFIA02	June 1 <sup>st</sup>	December 1 <sup>st</sup>
MK SKOPJE01	15 May	15 November

- The receiving institution will send its decision within 6 weeks.
- 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.
- Termination of the agreement or Changes in the data set above can be amended annually, if communicated before January 1<sup>st</sup>. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.


### Information

	BG SOFIA02	MK SKOPJE01															
WWW for Incoming Students	<a href="http://www.nbu.bg/index.php?l=994&amp;lang">http://www.nbu.bg/index.php?l=994&amp;lang</a>	<a href="http://www.ukim.edu.mk/en_index.php">http://www.ukim.edu.mk/en_index.php</a>															
Housing <sup>1</sup>	<a href="http://www.rbu.bg/index.php?l=994&amp;lang=1">http://www.rbu.bg/index.php?l=994&amp;lang=1</a> <a href="https://www.facebook.com/groups/129715713837442/">https://www.facebook.com/groups/129715713837442/</a>	<a href="http://www.ukim.edu.mk/en_index.php">http://www.ukim.edu.mk/en_index.php</a> I.Bogoevski@ukim.edu.mk															
WWW Visa Information <sup>2</sup>	<a href="http://www.infa.bg/en/pages/44/index.html">http://www.infa.bg/en/pages/44/index.html</a>	<a href="http://www.ukim.edu.mk/en_index.php">http://www.ukim.edu.mk/en_index.php</a> international@ukim.edu.mk															
WWW Insurance Information <sup>3</sup>	<a href="http://www.en.nhif.bg/web/guest/home">http://www.en.nhif.bg/web/guest/home</a>	<a href="http://www.ukim.edu.mk/en_index.php">http://www.ukim.edu.mk/en_index.php</a> international@ukim.edu.mk															
Grading System <sup>4</sup>	ECTS Grade A = 5.50 – 6 excellent ECTS Grade B = 5.20 – 5.49 very good ECTS Grade C = 4.40 – 5.19 good ECTS Grade D = 3.60 – 4.39 satisfactory ECTS Grade E = 2.80 – 3.59 sufficient ECTS Grade F = 2.00 – 2.79 FAIL 1 semester = 30 credits	<table border="1"> <thead> <tr> <th>ECTS grade</th> <th>Local grade</th> <th>Local definition</th> </tr> </thead> <tbody> <tr> <td>F</td> <td>5</td> <td>Fail</td> </tr> <tr> <td>E</td> <td>6</td> <td>Sufficient</td> </tr> <tr> <td>D</td> <td>7</td> <td>Satisfactory</td> </tr> <tr> <td>C</td> <td>8</td> <td>Good</td> </tr> </tbody> </table>	ECTS grade	Local grade	Local definition	F	5	Fail	E	6	Sufficient	D	7	Satisfactory	C	8	Good
ECTS grade	Local grade	Local definition															
F	5	Fail															
E	6	Sufficient															
D	7	Satisfactory															
C	8	Good															

- The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the ECHE.
- 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 ECHE.
- The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the ECHE. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- Receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

	1 course = 3 credits.	B	9	Very Good
		A	10	Excellent
WWW Students and Staff with Disabilities	<a href="http://www.nbu.bg/index.php?l=70">http://www.nbu.bg/index.php?l=70</a>	<a href="http://www.ukim.edu.mk/en_index.ph">http://www.ukim.edu.mk/en_index.ph</a>		

e. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature <sup>5</sup>
BG SOFIA02	Assoc. Prof. Plamen Bochkov, PhD Rector	10.03. 2015	
MK SKOPJE01	Prof. Dr. Meri Cvetkovska Vice-Rector for International Cooperation	12 -11- 2015	