



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)
University of Zagreb Faculty of Chemical Engineering and Technology	HR ZAGREB 01	<p><u>Institutional coordinator:</u> Tajana Nikolić (Ms), erasmus.coordinator@unizg.hr, Tel: +385-1-46-98-165</p> <p><u>Faculty coordinator:</u> Marko Rogošić (PhD), mrogosic@fkit.hr, Tel. +385-1-45-97-281</p>	http://international.unizg.hr/international_students/exchange_students
TECHNICAL UNIVERSITY OF GABROVO 4 Hadji Dimitar Str 5300 Gabrovo Bulgaria	BG GABROVO01	<p>Erasmus Institutional Coordinator: <i>Assoc. Prof. Tsvetelina Gankova, Ph.D</i> E-mail: gankova@tugab.bg Phone: +359 66 800 671</p> <p>Administrative Contact: <i>Eng. Kalina Stoyanova</i> E-mail: k_stoianova@tugab.bg Phone: +359 66 827 238 Fax: +359 66 801 511</p> <p>Department Coordinator: Assoc. Prof. Lilyana Nacheva-Skopalik, Ph.D. Phone: +359 066 E-mail: lilis@tugab.bg</p>	Web site: www.tugab.bg/en

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 *
HR ZAGREB 01	BG GABROVO01	0711	Chemical engineering and processes	1 st , 2 st 3 rd	2/10	--
BG GABROVO01	HR ZAGREB 01	0618 / 041	Inter-disciplinary programmes and qualifications involving information and communications technologies / Business and administration	1 st , 2 st 3 rd	2/10	--

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

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>)

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 staff mobility/total number of days of teaching periods or average duration *]	Staff Mobility for Training *
HR ZAGREB 01	BG GABROVO01	0711	Chemical engineering and processes	2 / 10 days	-
BG GABROVO01	HR ZAGREB 01	0618 / 031	Inter-disciplinary programmes and qualifications involving information and communications technologies / Social and behavioural sciences	2 / 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]
HR ZAGREB 01		Croatian	English	B2	B2
BG GABROVO01		English		B1	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

HR ZAGREB01: In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the International Office: incoming@unizg.hr

BG GABROVO01

<http://www.tugab.bg/en/erasmus-programme>

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>

E. Calendar

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

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
HR ZAGREB01:	10 May	10 November
BG GABROVO01	Nomination 15 of May	Nomination 15 of November

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

2. The receiving institution will send its decision within 6 weeks.
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

This Agreement will be effective upon signature through both parties. It shall remain in effect for the time period indicated above. It may be subject to revision or modification by prior mutual agreement. This may include the alteration of schedules, mobility numbers. Either party reserves the right to terminate this Agreement upon twelve months' written notice to the other party. 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. In this case, the program(s) or the activity(ies) already approved by both parties shall be allowed to be completed under the conditions of this agreement. The termination clauses must include the following disclaimer: "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

HR ZAGREB 01:

http://international.unizg.hr/international_students/exchange_students/academic_information

BG GABROVO01

Description of the grades in the "standard" grading system at BG GABROVO01	
6 = excellent	= an excellent achievement
5 = good	= an achievement considerably above average requirements
4 = satisfactory	= an achievement fulfilling the average requirements
3 = passed	= an achievement that still satisfies the requirements despite deficiencies
2 = failed	= an achievement that fails to fulfill the requirements because of considerable deficiencies

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
HR ZAGREB 01	incoming@unizg.hr 00385 (0)1 4698105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb
BG GABROVO 01	k_stoianova@tugab.bg	http://www.tugab.bg/bg/incoming

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
HR ZAGREB01	incoming@unizg.hr , 00385 (0)1 4698105	http://international.unizg.hr/international_students/exchange_students/before_coming_to_zagreb
BG GABROVO01	k_stoianova@tugab.bg	http://www.tugab.bg/bg/incoming

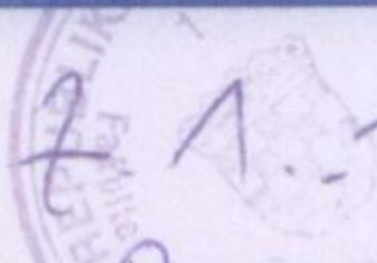

4. Housing

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
HR ZAGREB01	vlado.levak@sczg.hr	http://international.unizg.hr/international_students/exchange_students/student_services/housing
BG GABROVO01	k_stoianova@tugab.bg	http://www.tugab.bg/bg/incoming

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ³
HR ZAGREB 01	Prof. Bruno Zelić, Dean*	12 February 2014	
BG GABROVO01	Prof. Raycho Ilarionov, D.Sc. Rector Technical University of Gabrovo		

* According to the Article 21 of the Statute, University of Zagreb, in the 15th session of the 344th academic year (2012/2013), held on 11 July 2013 University Senate reached a Decision that all the agreements relevant to one faculty or academy can be signed by the Dean of the relevant academy/faculty

³ Scanned signatures are accepted