



**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 details¹ (email, phone)	Website (e.g. of the course catalogue)
Vilnius University Universiteto 3, LT-01513 Vilnius, Lithuania	LT VILNIUS01	University Erasmus coordinator: Milda Girdzijauskaitė Office of International Programmes and Relations Tel. +370 5 268 7048 E-mail: milda.girdzijauskaite@cr.vu.lt Academic coordinator: dr. Saulius Maskeliūnas VU Institute of Mathematics and Informatics (IMI), Akademijos str. 4, Vilnius, LT-08663 Vilnius, Lithuania Tel. +370 5 2109342 E-mail: saulius.maskeliunas@mii.vu.lt Contact person in charge of this agreement: Prof. Dr. Valentina Dagienė Dept. of Informatics Methodology, VU IMI, Akademijos str. 4, LT-08663 Vilnius, Lithuania Tel. +370 5 210 9732, E-mail: valentina.dagiene@mii.vu.lt	Contact details: http://www.vu.lt/en/studies/contacts Information for incoming students: http://www.vu.lt/en/studies/exchange-students Course catalogue: http://www.vu.lt/en/studies/exchange-students/courses-taught-in-foreign-languages
Sofia University St. Kliment Ohridski	BG SOFIA06	Tatyana Tsaneva, Head of the International Relation Department Sofia University St. Kliment Ohridski, 15, Tzar Osvoboditel Blvd, BG-1504 Sofia Tel: (+ 359 2) 9308 700 Fax: (+359 2) 986 15 97 E-mail: intern@admin.uni-sofia.bg Prof. Vladimir Dimitrov, Vice-Dean of Faculty of Mathematics and Informatics, Academic Coordinator	https://www.uni-sofia.bg/index.php/eng/the_university/international_relations

¹Contact details to reach the senior officer in charge of this agreement and of its possible updates.

		LLP/Erasmus, Faculty of Mathematics and Informatics, 5, James Bauchier Blvd, BG-1164, Sofia, Bulgaria, Tel. +359 2 8161 574, Fax: +359 2 868-71-80, E-mail: cht@fmi.uni-sofia.bg	
--	--	---	--

B. Mobility numbers² 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] *	Student Mobility for Studies [total number of students per academic year]	Student Mobility for Traineeships *
BG SOFIA06	LT VILNIUS01	061	Information and Communication Technologies (ICTs)	1 st , 2 ^d , 3 rd	2 students x 3 months or 1 student x 6 months	/
LT VILNIUS01	BG SOFIA06	061	Information and Communication Technologies (ICTs)	1 st , 2 ^d , 3 rd	2 students x 3 months or 1 student x 6 months	/

[*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 *
BG SOFIA06	LT VILNIUS01	061	Information and Communication Technologies (ICTs)	1 person x 1 week x min. 8 teaching hours	/
LT VILNIUS01	BG SOFIA06	061	Information and Communication Technologies (ICTs)	1 person x 1 week x min. 8 teaching hours	/

² 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>)

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 ³	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG SOFIA06	061	English	Bulgarian	B1	English B1
LT VILNIUS01	061	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

[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]

LT VILNIUS01:
Information for incoming students: <http://www.vu.lt/en/studies/exchange-students>

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

LT VILNIUS01:
Information for students with special needs: <http://www.vu.lt/en/studies/practical-information/56-studies/studies/2506>

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 SOFIA06	End of June	End of November
LT VILNIUS01	June 1	November 15

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

- LT VILNIUS01:**
- The receiving institution will send its decision within 2 weeks after the deadline.
 - 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.

³ 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>

4. Termination of the agreement

The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. 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. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

BG SOFIA06:

2. Sofia University will send its decision within 6 weeks after nomination.

3. Sofia University: A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at the receiving HEI.

4. Nature and termination of the agreement

The agreement is valid for the academic years indicated above and may be modified by simple letter, fax or e-mail signed by the institutional coordinator of the Socrates programme or the head of international relations. Prolongation may be done in the same way. Termination of the agreement: At least one year advance notice before the start of the following academic year is necessary for unilateral termination of the agreement. The start of the academic year is agreed upon to be Oct 1st. A termination by mutual consent is possible until Dec. 31st for the following academic year. In cases, all students and staff who have already been admitted to bilateral exchange projects will be allowed to finish their projects as foreseen.

Nature of the agreement: The above parties agree to cooperate in the activities shown. This is intended to be an agreement of cooperation and exchange where both parties agree to make use of the ERASMUS programme wherever applicable in order to facilitate the co-operation. Both parties undertake to abide by the bilaterally agreed terms of this co-operation agreement and ERASMUS rules and EUC standards where applicable. Exchanges without making use of Erasmus are possible. Both parties agree to provide all information necessary in order to facilitate the mobility of students and staff. The agreement is open to persons without discrimination according to ethnic background, nationality, creed, sex. Simple exchange students are exempt from tuition fees at the host institution on a mutual basis and are entitled to rights and privileges compatible with the treatment foreseen for Erasmus students.

Disclaimer: Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

Academic Calendar

Receiving institution [Erasmus code]	Autumn term [from - to]	Spring term [from - to]
LT VILNIUS01	1 st October -26 th January	4 th February-30 th September
BG SOFIA06	Beginning of October - February	February – Mid of July

F. Information

1. Grading systems of the institutions

Vilnius University (LT VILNIUS01):

<http://www.vu.lt/en/studies/academic-information>

Sofia University St. Kliment Ohridski (BG SOFIA06)

(1) Course unit code:

Refer to the ECTS information package

(2) Duration of course unit

Y = 1 full academic year

1S = 1 semester

1T = 1 term/trimester

2S = 2 semesters

2T = 2 terms/trimesters

(3) Description of the institutional grading system:

6 = Excellent - outstanding performance

5 = Very good - above the average standard but with some errors

4 = Good - generally sound work with notable errors

3 = Satisfactory - fair but with significant shortcomings

2 = Fail - considerable further work is required

(4) ECTS grading scale:

A = Excellent - outstanding performance with only minor errors

B = Very good - above the average standard but with some errors

C = Good - generally sound work with a number of notable errors

D = Satisfactory - fair but with significant shortcomings

E = Sufficient - performance meets the minimum criteria

FX = Fail - some more work required before the credit can be awarded

F = Fail - considerable further work is required

(5) ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits

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 SOFIA06	Tel: (+ 359 2) 9308 700 E-mail: intern@admin.uni-sofia.bg	https://www.uni-sofia.bg/index.php/eng/the_university/international_relations/erasmus_incomings
LT VILNIUS01	Office of International Programmes and Relations Tel.: +370 5 2687150 E-mail: trs@cr.vu.lt	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2503

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 SOFIA06	International Relations Department Tel: (+ 359 2) 9308 700 E-mail: intern@admin.uni-sofia.bg	https://www.uni-sofia.bg/index.php/eng/the_university/international_relations/erasmus_incomings
LT VILNIUS01	Office of International Programmes and Relations Tel.: +370 5 2687150 E-mail: trs@cr.vu.lt	http://www.vu.lt/en/studies/practical-information/56-studies/studies/2505


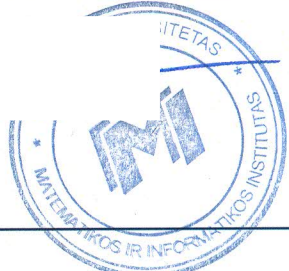
4. Housing

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 SOFIA06	Tel: (+ 359 2) 9308 700 E-mail: intern@admin.uni-sofia.bg	https://www.uni-sofia.bg/index.php/eng/the_university/international_relations
LT VILNIUS01	Agata Cesnovic, Accommodation Officer E-mail: agata.cesnovic@cr.vu.lt Tel.: +370 5 268 7168	http://www.vu.lt/en/studies/practical-information/81-studies/studies/practical-information/389-accommodation

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ⁴
BG SOFIA06	Prof. Ivan Ilchev Rector Institutional Coordinator	20.12.2013	
LT VILNIUS01	Gintautas Dzemyda Director of the Institute of Mathematics and Informatics	12.03.2014	

⁴ Scanned signatures are accepted