



EUROPEAN UNION

Erasmus+
Enriching lives, opening minds.

2021-2027

**Erasmus+ Programme
Inter-institutional agreement
Key Action 1
Learning mobility for higher education students and staff**

**between EU Member States and third countries associated to the Programme
and third countries not associated to the Programme**

The institutions¹ named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. This agreement is valid for the Erasmus+ call years 20[21]-20[27] in:

- KA131
- KA171

The institutions commit to sound and transparent management of funds allocated to them through Erasmus+ and to respect the quality requirements of the Programme, outlined in the [Erasmus Charter for Higher Education](#)² and in this agreement.

The institutions agree on exchanging their mobility-related data according to the [principles of GDPR](#)³ and in line with the technical standards of the [European Student Card Initiative](#)⁴, when this becomes available for international mobility involving third countries not associated to the Programme.

Sending institutions located in EU/EEA countries have to ensure compliance with the provisions of art. 46 GDPR for all participants' personal data exchanged in the context of their mobility with institutions from non-EU/EEA countries without an adequacy decision, on the condition that enforceable data subject rights and effective legal remedies for data subjects are available in the respective third country. The participants should be informed in a transparent manner about the level of protection of their personal data, if this is different from the one where the sending institution is located.

¹ Inter-institutional agreements can be bilateral or multilateral in the case of mobility consortia:

- Bilateral agreements are for cooperation between one higher education institution located in an EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme
- Multilateral agreements are for cooperation between a mobility consortium of higher education institutions located in one single EU Member State or third country associated to the Programme and another institution located in a third country not associated to the Programme.

² https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/higher-education-charter_en

³ https://ec.europa.eu/info/law/law-topic/data-protection/reform/rules-business-and-organisations/principles-gdpr_en

⁴ https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

1. Information about the higher education institutions

Name of the institution (and department where relevant)	Erasmus code or city ⁵	Contact details ⁶ (email, phone)	Websites
Universidade do Estado de Santa Catarina	UDESC	Júlia Bittencourt julia.bittencourt@udesc.br Dean of international affairs	General: https://www.udesc.br/ Faculty/faculties: https://www.udesc.br/international/colleges Course catalogue: https://www.udesc.br/international/exchangeprograms/taughtinenglish
Vasil Levski National Military University (Natsionalen Voenen Universitet "Vasil Levski") 76 Bulgaria Blvd. BG-5006 Veliko Tarnovo	BG VELIKO02	Col. Assoc. Prof. Nikolay Urumov, PhD Erasmus+ University Coordinator tel: 00359-62-618822 int.62398 fax: 00359-62-618899 e-mails: erasmus@nvu.bg erasmus.nmu@gmail.com	University home page http://www.nvu.bg/en Course Catalogue https://www.nvu.bg/en/node/558

⁵ Higher education institutions (HEIs) from EU Member States or third countries associated to the Programme should indicate their Erasmus code; HEIs from third countries not associated to the Programme should mention the city where they are located.

⁶ Contact details to reach the senior officer in charge of this agreement and of its possible updates.

2. Mobility numbers per academic year

The partners agree to update the mobility data, whenever possible, by no later than the end of January in the preceding academic year formally via an amendment of the inter-institutional agreement. *In case of later updates in the mobility data, the partners can also agree to accept informal communication means (e.g. exchanges of emails as written proof).*

Number of student and staff mobility periods

FROM [Erasmus code or city of the sending institution]	TO [Erasmus code or city of the receiving institution]	Subject area ISCE D CODE 7 <i>(optional)</i>	Subject area NAME <i>(optional)</i>	Study cycle [short cycle, 1st, 2nd or 3rd] <i>(optional)</i>	Number of mobility periods			
					Student Mobility <i>[Specify here total number of students]</i>	Student Mobility <i>[Specify here total number of months]</i>	Staff Mobility <i>[Specify here total number of staff]</i>	Staff Mobility <i>[Specify here total number of days]</i>
E10175649	BG VELIKO02	041 061 071 103 1032	Business and administration; ICTs; Engineering and engineering Trades; Security services; Protection of persons and property	1 st , 2 nd , 3 rd	3 for Studies 3 for Traineeship	9 months for Studies 6 months for Traineeship		

⁷ <https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

		041 061 071 103 1032	Business and administration; ICTs; Engineering and engineering Trades; Security services; Protection of persons and property				3 for Teaching 3 for Training	21 days for Teaching 21 days for Training
BG VELIKO02	E10175649	041 061 071 103 1032	Business and administration; ICTs; Engineering and engineering Trades; Security services; Protection of persons and property	1 st , 2 nd	3 for Studies 3 for Traineeship	9 months for Studies 6 months for Traineeship		
		041	Business and administration;				3 for Teaching	21 days for Teaching

		061 071 103 1032	ICTs; Engineering and engineering Trades; Security services; Protection of persons and property				3 for Training	21 days for Training
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Optional additional information

3. 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 skills⁸ at the start of the mobility period (see also section 5 "Preparation and Support").

Receiving institution [Erasmus code or city]	Subject area (Optional)	Language of instruction 1	Language of instruction 2	Recommended level	
				Student Mobility [Minimum recommended level in at least one of the languages: B1]	Staff Mobility [Minimum recommended level in at least one of the languages for teaching: B2]

E10175649		Portuguese	English	B1	B2
BG VELIKO02		Bulgarian	English	B1	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution. The links to the course catalogue are provided in the first section.

⁸ For an easier and consistent understanding of language requirements, it is recommended to use the Common European Framework of Reference for Languages (CEFR): <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

4. Partnership arrangements: fees and organisational support funds

In accordance with the Erasmus Charter for Higher Education, partners commit to charge no additional fees to students:

- In connection with the organisation or administration of their Erasmus+ mobility period. Any violation to this rule by the partners shall be brought to the attention of the National Agency and may lead to the termination of the participation in the project linked to this inter-institutional agreement, if no corrective measures are taken.
- For tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

Partners agree on the following use and repartition of organisational support funds including a list of objectives that both partners consider a priority:

OS Use and Repartition	Priority Objectives
	Promote and foster mobility of students and academic exchanges.
	Promote and foster cooperation for exchange of good practices.
	Promote and foster innovation and research based on shared academic and scientific values.
	Advance the goal of free, fair and transparent societies and accessibility for all.

5. Outreach and Selection of participants: calendar, application procedure and requirements

- Partners commit to doing outreach to participants with fewer opportunities to encourage their participation in the Programme and, where needed, agree on a common strategy to meet indicative inclusion targets.
- Partners commit to running selection procedures for mobility activities that are fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility. The calls for applications must be public and an appeal procedure must be in place. Under no circumstances, shall applicants and selected participants incur any costs during application and selection procedures.
- In the case of student mobility, partners will ensure that other elements beyond academic merit are taken into account to ensure participation of students with fewer opportunities. Selection criteria and procedures must be clearly communicated in the call for applications.

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

Receiving institution [Erasmus code or city]	Term duration	Deadline ⁹
E10175649	Winter Term: from February to April 1st. Spring Term: from October to December 1st.	
BG VELIKO02	Winter Term: ---- Spring Term: ----	Nomination: 30th of May Application Deadline: 20th of June Nomination: 30th of November Application Deadline: 20th of December

The receiving institution will send its decision within [4] weeks and no later than 5 weeks.

The partners commit to have a fair, transparent, coherent and documented application and selection procedure outlined in their respective websites and regularly updated, together with the contact details of the relevant department:

⁹ Please specify the deadline for each semester and, if necessary, adapt to a trimester system.

Application procedure		
Receiving Institution [Erasmus code or city]	Contact details (email, phone)	Website for information
E10175649	Scii.reitoria@udesc.br	https://www.udesc.br/international
Vasil Levski National Military University BG VELIKO02	email: erasmus@nvu.bg erasmus.nmu@gmail.com tel: 00359-62-618889	https://www.nvu.bg/en/node/467

Selection criteria		
Requirement	Details	Website for information (optional)
Academic requirements at UDESC (partner)	First academic year completed	https://www.udesc.br/international/exchangeprograms
Other		
Vasil Levski National Military University		https://www.nvu.bg/en/node/470

BG VELIKO02		
Academic requirements	Number of ECTS credits already completed – 60 for bachelor students Overall grade – above Good 4.00 (ECTS C) English exam grade – above Good 4.00 (ECTS C)	
CV	no	
Motivation letter	Yes	
Inclusion measures ¹⁰		
Other		

6. Preparation and support

The Higher Education Institution(s) in an EU Member State or associated third country commit(s) to:

- Ensure that students are aware of their rights and obligations as defined in the [Erasmus+ Student Charter](#)¹¹.
- Arrange travels or provide a pre-financing of the grant to **reduce the costs that participants need to cover upfront**, to the extent possible.

All involved Higher Education Institutions commit to the following preparation and support measures. Information and assistance can be provided by the contact points and information sources in the table below:

¹⁰ You may find the implementation guidelines of the **Erasmus+ and European Solidarity Corps Inclusion and Diversity Strategy** here: https://ec.europa.eu/programmes/erasmus-plus/resources/implementation-guidelines-erasmus-and-european-solidarity-corps-inclusion-and-diversity_en

¹¹ The Erasmus+ Student Charter is available here: https://ec.europa.eu/programmes/erasmus-plus/resources/documents/applicants/student-charter_en

- The receiving institution will guide incoming mobile participants in finding **accommodation**, according to the requirements of the Erasmus Charter for Higher Education. It is considered best practice to use the individual grant to pay for the deposit of dormitories.
- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of **linguistic proficiency** and develop their **intercultural competences**.
- Provide assistance related to obtaining **visas**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and, if needed, use project funds in the most inclusive way to cover related costs partially or in full.
- Provide assistance related to obtaining **insurance**, when required, for incoming and outgoing mobile participants, according to the requirements of the Erasmus Charter for Higher Education and use project funds in the most inclusive way to cover related costs partially or in full. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided.
- The receiving institution will inform about the existence of relevant infrastructure and provide support to incoming **participants with fewer opportunities**.
- Provide **appropriate mentoring and support arrangements** for mobile participants, including for those pursuing blended mobility, as well as **integrate incoming mobile participants** into the wider student community and in the Institution's everyday life.
- Provide participants with their **grant as soon as possible upon arrival**, including if necessary a first payment using cash, check or similar to avoid delays linked to opening a bank account.
- The institutions commit to encourage participants to act as **ambassadors of the Erasmus+ Programme** and share their mobility experience, e.g. by providing information about the existence of Erasmus+ alumni networks, inviting former participants in promotion activities, etc.

Preparatory & Support Measures	Institution [Erasmus code or city]	Contact details (email, phone)	Website for information & arrangements
PARTNER university: Santa Catarina State University			
Accommodation	E10175649	Scii.reitoria@udesc.br	UDESC does not have accommodation in the campuses, but we give support to international students with this matter.
Language Support	E10175649	Scii.reitoria@udesc.br	Portuguese as a second language is offered to international students.
Visa	E10175649	Scii.reitoria@udesc.br	Students must come with student visa. Information with the Brazilian Embassy in the student home Country.
Insurance	E10175649	Scii.reitoria@udesc.br	Required.
Inclusion of participants with fewer opportunities	E10175649	Scii.reitoria@udesc.br	We have a restaurant in the Campus with meals in a lower price for all students.
Mentoring	E10175649	Scii.reitoria@udesc.br	We have a program to support our incoming students. We have a buddy program that the students get involved to help the international students with their arrival and all difficulties they can have in their journey at UDESC.
Grant payments	NOT APPLICABLE		
Alumni information	E10175649		https://www.udesc.br/alumni
Accommodation		email: erasmus@nvu.bg erasmus.nmu@gmail.com	www.nvu.bg/en/node/470

		tel:00359-62-618889	
Language Support		email: erasmus@nvu.bg erasmus.nmu@gmail.com tel:00359-62-618889	www.nvu.bg/en/node/470
Visa		email: erasmus@nvu.bg erasmus.nmu@gmail.com tel:00359-62-618889	http://www.nvu.bg/en/node/470 http://www.mfa.bg/setlang/en/
Insurance		email: erasmus@nvu.bg erasmus.nmu@gmail.com tel:00359-62-618889	
Inclusion of participants with fewer opportunities		email: erasmus@nvu.bg erasmus.nmu@gmail.com tel:00359-62-618889	Available infrastructure for: Reduced mobility Any specific case will be discussed during selection process.
Mentoring		email: erasmus@nvu.bg erasmus.nmu@gmail.com tel:00359-62-618889	

7. Recognition

Institutions commit to:

- Ensure recognition for activities satisfactorily completed

UDESC : [the European Credit Transfer and Accumulation System](#) will be used.

Vasil Levski National Military University: recognition tools that will be used - [the European Credit Transfer and Accumulation System](#).

- Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or non-academic organisations and the mobile participants.
- Accept all activities indicated in the learning agreement, or according to the learning outcomes of the modules completed abroad, as automatically counting towards the degree, provided these have been satisfactorily completed by the mobile student.
- Partners commit to taking measures to ensure recognition of student and staff mobility upon their return, including:
 - o Providing incoming mobile students and their sending institutions with free-of-charge transcripts. The documents must be in English or in the language of the sending institution and containing a full, accurate and timely record of the achievements at the end of the mobility period.
 - o A Transcript of Records will be issued by the receiving institution no later than [3] 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]*
 - o Providing students on traineeships and staff with a certificate for the activities completed. It is recommended to issue a certificate towards the end of the mobility period.

8. Grading systems of the institutions

It is recommended that receiving institutions provide the statistical distribution of grades or make the information available through [EGRACONS](#) according to the descriptions in the [ECTS users' guide](#)¹². The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

Institution [Erasmus code or city]	EGRACONS [If applicable]	Website for information
UDESC		UDESC evaluation system Ranges from 0.00 to 10 points, which is approved the academic who achieve average grade equal or greater than 7.00 points. The student who does not achieve the

¹² The ECTS user's guide is available here: https://ec.europa.eu/education/resources-and-tools/document-library/ects-users-guide_en

		<p>average of 7.00 will be, compulsorily in recovery exams/retake test. Student will fail with final grade lower than 5.00.</p> <p>UDESC provides Grades and Credits Equivalence from our local credit system to ECTS. It can be checked in the following link: https://www.udesc.br/international/exchangeprograms/equivalence</p>
Vasil Levski National Military University BG VELIKO02		<p>In Bulgaria, marks are given on scale of 2 to 6, with 3 meaning that "performance meets the minimum criteria required in order to pass", 6 meaning „outstanding performance". For Erasmus students, the scores are grouped in 5 categories, each corresponding to a general qualitative appreciation: 6 - A, 5 - B, 4 - C, 3 - D, 2 - F.</p>

9. Any other information regarding the terms of the agreement (optional)

10. Termination of the agreement

Termination notice should be sent before 1st of September.

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

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code or name and city]	Name, function	Date	Signature¹³
UDESC	Professor Dilmar Baretta Rector of Santa Catarina State University - UDESC		 Documento assinado digitalmente DILMAR BARETTA Data: 22/03/2024 19:00:27-0300 Verifique em https://validar.iti.gov.br
Vasil Levski National Military University BG VELIKO02	Col. Assoc. Prof. Nikolay Urumov, PhD Vice-Rector of Education and Research and Erasmus+ Institutional Coordinator		

¹³ Scanned copies of signatures or digital signatures may be accepted depending on the national legislation