



# Erasmus+ Programme

UNIVERSITETI "ISMAIL QEMALI"

VLORË

## Bilateral Inter-Institutional Agreement

PROTOKOLL - ARKIVËS

NR. 88411 PROT.

DATA 11.04.2024

### Key Action 1

#### Learning Mobility for Higher Education Students and Staff

among EU Member States and third countries associated to the Programme

<sup>1</sup>

The institutions 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, including automatic recognition of the credits awarded to students by the partner institution as agreed in the Learning Agreement and confirmed in the Transcript of Records, or according to the learning outcomes of the modules completed abroad, as described in the Course Catalogue, in line with the European Credit Transfer and Accumulation System. The institutions agree on exchanging their mobility related data in line with the technical standards of the European Student Card Initiative.

#### Grading systems of the institutions

Receiving higher education institutions need to provide a link to the statistical distribution of grades or make the information available through EGRACONS according to the descriptions in the ECTS users' guide. The information will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.

<sup>1</sup>Clauses may be added to this template agreement to better reflect the nature of the institutional partnership.

### Validity period of the agreement

Timeframe	Academic Year*	Call Year*
Start of validity	[2023/2024]	[2023]
End of validity	[2029/2030]	[2027]

### A. Information about the higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details <sup>2</sup> (email, phone)	Websites ( General/Faculties/ Course catalogue)
Technical University - Sofia  8 Kl. Ohridski Blvd., 1000 Sofia  Faculty of Computer Science and Technology	BG SOFIA16	<p><b>University Erasmus coordinator</b> Prof. Tasho Tashev, PhD 8, Kliment Ohridski, Blvd.1000 Sofia, Bulgaria Tel: + 359 2 965 2324 Email: <a href="mailto:t_tashev@tu-sofia.bg">t_tashev@tu-sofia.bg</a></p> <p><b>Faculty (agreement) coordinator:</b> Assoc. Prof. Ivan Stankov, PhD E-mail: <a href="mailto:istankov@tu-sofia.bg">istankov@tu-sofia.bg</a> Tel.: +359 2 965 2682</p> <p><b>Administrative contact:</b> Kamelia Raynova International integration Department, E-mail: <a href="mailto:kkaneva@tu-sofia.bg">kkaneva@tu-sofia.bg</a> Tel.: +359 2 965 2655</p>	<a href="https://tu-sofia.bg/">https://tu-sofia.bg/</a> <a href="https://tu-sofia.bg/university/317">https://tu-sofia.bg/university/317</a>
University "Ismail Qemali" Vlore	AL VLORE01	<p><b>Agreement Coordinator</b> Dr. Eva Cipi Director of RDC <a href="mailto:eva.cipi@univlora.edu.al">eva.cipi@univlora.edu.al</a></p> <p><b>Department (agreement) coordinator:</b> Dr. Eljona Proko Head of the Department of computer Science <a href="mailto:eljona.proko@univlora.edu.al">eljona.proko@univlora.edu.al</a></p> <p><b>Administrative contact:</b> Msc. Rezarta Sinanalaj International Relations and Projects Sector <a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a></p>	General: <a href="http://www.univlora.edu.al">www.univlora.edu.al</a> Faculty/faculties:  Faculty of Technical Sciences and Nature: <a href="https://univlora.edu.al/fakulteti-i-shkencave-teknike/">https://univlora.edu.al/fakulteti-i-shkencave-teknike/</a>  Course catalogue: <a href="https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf">https://univlora.edu.al/wp-content/uploads/2020/02/student-guide-2019-2020.pdf</a>  <a href="https://univlora.edu.al/courses-erasmus/">https://univlora.edu.al/courses-erasmus/</a>

<sup>2</sup>Contact details to reach the senior officer in charge of this agreement and of its possible updates.

## B. Mobility numbers<sup>3</sup> per academic year

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Field of education – Clarification (optional)	Study cycle [short cycle, 1 <sup>st</sup> , 2 <sup>nd</sup> or 3 <sup>rd</sup> ] (optional)*	Number of student mobility periods			
						Student Mobility for Studies [total number of students]	Student mobility for Studies [total number of months]	Student Mobility for Traineeships (optional)* [total number of students]	Student Mobility for Traineeships (optional)* [total number of months]
BG SOFIA16	AL VLORE01	061	Information and Communication Technologies (ICTs)		1, 2	2	20	TBA	
AL VLORE01	BG SOFIA16	061	Information and Communication Technologies (ICTs)		1, 2	2	20	TBA	

**Short-term blended mobility option for students**

By checking this box, the partners confirm that they are willing to exchange students who wish to carry out their mobility in a blended format, a combination of a short-term physical mobility with a virtual component.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code (optional)* [ISCED]	Subject area name (optional)*	Number of staff mobility periods			
				Staff Mobility for Teaching [total number of staff]	Staff Mobility for Teaching [total number of days]	Staff Mobility for Training (optional)* [total number of staff]	Staff Mobility for Training (optional)* [total number of days]

<sup>3</sup> Mobility numbers can be given per sending/receiving institutions and per education field (optional):  
<https://circabc.europa.eu/sd/a/286ebac6-aa7c-4ada-a42b-ff2cf3a442bf/ISCED-F%202013%20-%20Detailed%20field%20descriptions.pdf>

BG SOFIA16	AL VLORE01	061	Information and Communication Technologies (ICTs)	2	10	2	10
AL VLORE01	BG SOFIA16	061	Information and Communication Technologies (ICTs)	2	10	2	10

### 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 <sup>4</sup>	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
BG SOFIA16	AL VLORE01	English		B1	B2
AL VLORE01	BG SOFIA16	English		B1	B2

### D. Calendar

Nominations of incoming students must reach the institution by:

<sup>4</sup> 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>

<b>Receiving institution [Erasmus code]</b>	<b>Autumn term* [day/month]</b>	<b>Spring term* [day/month]</b>
BG SOFIA16	30 <sup>TH</sup> MAY	30 <sup>TH</sup> OCTOBER
AL VLORE01	30 <sup>TH</sup> MAY	30 <sup>TH</sup> OCTOBER

Applications from incoming students must reach the institution by:

<b>Receiving institution [Erasmus code]</b>	<b>Autumn term* [day/month]</b>	<b>Spring term* [day/month]</b>
BG SOFIA16	30 <sup>TH</sup> JUNE	30 <sup>TH</sup> NOVEMBER
AL VLORE01	30 <sup>TH</sup> JUNE	30 <sup>TH</sup> NOVEMBER

Application procedure for incoming students

<b>Receiving institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
BG SOFIA16	k.ivanova@tu-sofia.bg + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>
AL VLORE01	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf</a> <a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>

## E. Additional requirements

<b>Receiving institution [Erasmus code]</b>	<b>Requirement</b>	<b>Details</b>	<b>Website for information (if applicable)</b>
Technical University of Sofia	Academic requirements CV Motivation letter Other	Number of ECTS credits completed: One academic year corresponds to 60 ECTS credits, one semester to 30 credits.  The preparation of thesis Bachelor degree is evaluated with 10 credits and of Master degree – with 15 credits.	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>
University "Ismail Qemali" Vlore	Academic requirements CV Motivation letter Other	- Number of ECTS credits completed - Subject area code – ISCED - EQF level	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf</a>

The receiving institution will send its decision within 5 weeks, **and no later than 5 weeks.**

### Inclusion and accessibility

The institution will provide support to incoming mobile participants with fewer opportunities, 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:

<b>Receiving institution [Erasmus code]</b>	<b>Available infrastructure adjusted for people with:</b>	<b>Description of infrastructure (optional)</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>BG SOFIA16</b>	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- ...</li> </ul>	<p>Students or staff with disabilities are requested to inform of their needs and support needed at application stage, in order to guarantee that their needs and requirements can be addressed and the right support assured prior to their arrival.</p> <p>TU- Sofia could welcome students and staff with disabilities, only according to prior approval of each separate case.</p> <p>In case of additional requirements in regard to academic, organisational or other aspects (e.g. students with special needs) please contact the Student Mobility Office</p>	<a href="mailto:k.ivanova@tu-sofia.bg">k.ivanova@tu-sofia.bg</a> + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>
<b>AL VLORE01</b>	<ul style="list-style-type: none"> <li>- Reduced mobility</li> <li>- Hearing impairments</li> <li>- Visual impairments</li> <li>- ...</li> </ul>	<p>Students or staff with disabilities are requested to inform of their needs and support needed at application stage, in order to guarantee that their needs and requirements can be addressed and the right support</p>	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/Regulation-ICM--english.pdf</a>  <a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>

	<p>assured prior to their arrival.</p> <p>TU- Sofia could welcome students and staff with disabilities, only according to prior approval of each separate case.</p> <p>In case of additional requirements in regard to academic, organisational or other aspects (e. g. students with special needs) please contact the Student Mobility Office</p>		
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## F. Information

### 1. 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 SOFIA16	<a href="mailto:k.ivanova@tu-sofia.bg">k.ivanova@tu-sofia.bg</a> + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>
AL VLORE01	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>

### 2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outgoing 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

<b>BG SOFIA16</b>	<a href="mailto:k.ivanova@tu-sofia.bg">k.ivanova@tu-sofia.bg</a> + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>
<b>AL VLORE01</b>	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>

### **3. Insurance**

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outgoing 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:

<b>Institution [Erasmus code]</b>	<b>Contact details (email, phone)</b>	<b>Website for information</b>
<b>BG SOFIA16</b>	<a href="mailto:k.ivanova@tu-sofia.bg">k.ivanova@tu-sofia.bg</a> + 359 2 965 3434	<a href="https://www.tu-sofia.bg/erasmus/erasmus">https://www.tu-sofia.bg/erasmus/erasmus</a>
<b>AL VLORE01</b>	<a href="mailto:international@univlora.edu.al">international@univlora.edu.al</a>	<a href="https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf">https://univlora.edu.al/wp-content/uploads/2023/01/nderkombtarizimi_2023.pdf</a>

### **4. Additional information**

<b>Receiving Institution [Erasmus code]</b>	<b>Information on recognition process / other useful information:</b>					<b>Contact details (email, phone)</b>	<b>Website informat</b>
<b>BG SOFIA16</b>	ECTS grade	points	mark	Bulgarian-in words	English-in words		
	A	100-90	6.0	ОТЛИЧЕН	EXCELLENT  Outstanding performance		
	B	89-80	5.0	МНОГО ДОБЪР	VERY GOOD  Above the average standard but with some errors		
	C	79-70	4.0	ДОБЪР	GOOD  Generally sound work with a number of notable errors		
	D	69-60	3.5	ЗАДОВОЛИТЕЛЕН	SATISFACTORY  Fair but with significant shortcomings		

	E	59-50	3	ДОСТАТЪЧЕН	SUFFICIENT Performance meets the minimum criteria		
	F	49-0	2	СЛАБ /НЕДОСТАТЪЧЕН /	FAILED Substantial improvement necessary; requirement of further work		
AL VLORE01	ALVLORE01 - European Credit Transfer System (ECTS)						
ECTS grade	Points (%)	Local grade	Description of the grade	Description of the local grade in Albanian			
A	90-100	10	Excellent	Shkëlqyeshëm			
B	80-89	9	Very good	Shumë mirë			
C	70-79	8	Good	Mirë			
D	60-69	7	Satisfactory	Kënaqshëm			
E	50-59	6	Sufficient	Mjaftueshëm			
E	40-49	5	Passable	Kalueshëm			
FX	0-39	1-4	Fail	Mbetës			

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

*[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, 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."]*

#### G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature <sup>5</sup>
BG SOFIA16	University Erasmus Coordinator Prof. Tasho Tashkov, PhD		
AL VLORE01	Prof. Dr. Roland Zisi Rector	11.04.2024	

<sup>5</sup> Scanned signatures are accepted