

Annex to Erasmus + Inter-Institutional Agreement

Key Action 1 – mobility for learners and staff – Higher education Student and Staff Mobility

1. Institutional Information

1.1. Institutional details

Name of the institution	N. VAPTSAROV NAVAL ACADEMY
Erasmus Code	BG VARNA05
Institution Web site	www.naval-acad.bg
Information for incoming students	http://www.naval-acad.bg/en/international-activities/erasmus

1.2. Main contacts

Institutional Coordinator	Zhelyazko Nikolov, PhD.
Contact details	N. VAPTSAROV NAVAL ACADEMY 73 V. Drumev Str., 9026 Varna, Bulgaria Phone 00359 52 552182 00359 52 552244 Email erasmus.vvmu@gmail.com zhelyazko_nikolov@abv.bg

2. Recommended language skills

TYPE OF MOBILITY: SMS-SMT

Subject area	Language of Instruction 1	Recommended language of instruction level*	Language of Instruction 2	Recommended language of instruction level*
ANY	BULGARIAN	B1	ENGLISH	B1

TYPE OF MOBILITY: STT-STA

Subject area	Language of Instruction 1	Recommended language of instruction level*	Language of Instruction 2	Recommended language of instruction level*
ANY	BULGARIAN	B2	ENGLISH	B2

*Level according to Common European Framework of Framework for languages (CEFR), see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

3. Additional information

Regarding infrastructure for students and staff with disabilities, please visit our website: www.naval-acad.bg

4. Calendar

4.1. Application Deadlines

Applications and all required documentation must reach our institution by:

Autumn term	1 st April
Spring term	15 th October

4.2. Decision Response

Incoming Erasmus students have to complete an Online application procedure in order to be accepted by Naval Academy and take advantage of the welcome facilities.

All information about the procedure will be available at the web site

<http://www.naval-acad.bg/en/international-activities/erasmus>

4.3. Transcripts of Records

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.

However, certain delays can be experienced during holiday periods.

5. Additional information

5.1. Grading system

In N.Y.Vaptsarov Naval Academy System, each course unit is graded on a scale from 2 to 6 points, as follows:

Achievement level	Grade in NVNA	Meaning	Approx. ECTS grade
very high	6	excellent	A
high	5	very good	B
	4	good	C
medium	3	satisfactory	D
low	2	unsatisfactory	Fail

5.2. 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 VARNA05	institutional Erasmus coordinator: Zhelyazko Nikolov, PhD. ; zhelyazko_nikolov@abv.bg; +35952552244	www.naval-acad.bg

5.3. 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 VARNA05	Institutional Erasmus coordinator: Zhelyazko Nikolov, PhD. ; zhelyazko_nikolov@abv.bg; +35952552244	www.naval-acad.bg
-------------------	--	--

5.4. 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 VARNA05	Institutional Erasmus coordinator: Zhelyazko Nikolov, PhD. ; zhelyazko_nikolov@abv.bg; +35952552244	www.naval-acad.bg