SOFIA UNIVERSITY

ST. KLIMENT OHRIDSKI

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WELCOME MEETING

Erasmus+ Incoming Students

2017/2018

FROM ERASMUS TO ERASMUS+ A STORY OF 30 YEARS

International Relations Office
Erasmus Team

erasmus.uni-sofia.bg/site/income/

Erasmus+ Sofia University

Visiting hours: Mon–Fri
10:00 – 12:00h.

Ms. Tatyana Tsaneva

Head, ERASMUS + Administrative Coordinator

ttsaneva@admin.uni-sofia.bg

Mr. Tsvetan Bogdanov

ERASMUS + Operative Coordinator

Austria, Denmark, Finland, Iceland, UK, Ireland, Hungary, Netherlands, Norway, Sweden, Estonia, Turkey, Croatia

tsvetan@admin.uni-sofia.bg

Ms. Slavka Karakusheva

Erasmus Faculty - Enrollment, Transcript of Records

skarakusheva@admin.uni-sofia.bg

Ms. Krasimira Krivorova

Czech Republic, Germany, Greece, Latvia, Lithuania, Romania, Slovakia, Slovenia, Korea

kkrivorova@admin.uni-sofia.bg

Ms. Jenny Ivanova

France, Poland, Portugal, Spain, Serbia, Cyprus, Luxembourg

ila@admin.uni-sofia.bg

Ms. Desislava Ivanova

Belgium, Italy

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ALREADY AT SOFIA UNIVERSITY… WHAT'S NEXT ?

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Visiting hours: Mon–Fri

10:00 – 12:00h.

You bring a Certificate of Arrival to be signed?

Please visit your coordinator at the ERASMUS office (Rectorate, fl. 1, room 5 & 19) between 10:00 and 12:00h.

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erasmus.uni-sofia.bg/site/income/

You want
… to get your Learning Agreement signed…
… to add / change courses…
… to know your courses timetable…

Attend the information meeting with your Faculty ERASMUS Coordinator and consult with him/her

https://erasmus.uni-sofia.bg/site/income/

FACULTY OF EDUCATION

05.10.2017, 10:30, Rectorate building, room 22

FACULTY OF CHEMISTRY AND PHARMACY

05.10.2017, 12:00, Faculty of Chemistry and Pharmacy,

1 James Bourchier Blvd., Conference hall, room 108

FACULTY OF PHILOSOPHY

05.10.2017, 12:15, Rectorate, South Wing, room 63

FACULTY OF BIOLOGY

05.10.2017, 13:00, Faculty of Biology, 8 Dragan Tsankov Blvd., Room 141

FACULTY OF SLAVIC STUDIES

05.10.2017, 14:00, Rectorate building, Faculty of Slavic Studies, room 215

FACULTY OF ECONOMICS AND BUSINESS ADMINISTRATION

05.10.2017, 16:00, Faculty of Economics and Business Administration, 125 Tsarigradsko Shose, block 3, room 417

IMPORTANT: Bring your Learning Agreement (LA) at the meeting in your faculty.

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IMPORTANT: Bring your Learning Agreement (LA) at the meeting in your faculty.

FACULTY OF PHYSICS

09.10.2017, 14:00, Faculty of Physics,

5 James Bourchier Blvd., Conference hall A415

FACULTY OF CLASSICAL AND MODERN PHILOLOGY

09.10.2017, 16:00, Rectorate building, South Wing, Conference hall 1

FACULTY OF PRESCHOOL AND PRIMARY SCHOOL EDUCATION

10.10.2017, 10:00, Faculty of Preschool and Primary School Education, 69A Shipchenski Prohod Str., fl. 5, room 503

FACULTY OF THEOLOGY

10.10.2017, 12:00, Faculty of Theology, 19 Sveta Nedelya Sq., Conference room

FACULTY OF GEOLOGY AND GEOGRAPHY

10.10.2017, 13:00, Rectorate, Faculty Dean's Office, North Wing, room 253

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IMPORTANT: Bring your Learning Agreement (LA) at the meeting in your faculty.

FACULTY OF MATHEMATICS AND INFORMATICS

10.10.2017, 14:00, Faculty of Mathematics and Informatics,

5 James Bourchier Blvd., Conference hall

FACULTY OF LAW

10.10.2017, 17:00, Rectorate building, Library of Law

FACULTY OF HISTORY

11.10.2017, 12:15 – 13:00, Rectorate building, Faculty of History, room 40

FACULTY OF JOURNALISM AND MASS COMMUNICATION

12.10.2017, 15:00, Faculty of Journalism and Mass Communication,

49 Moskovska Str., ground floor, room 12

Just to remind you

If you don’t remember in which faculty you will study…

Please consult your Letter of Acceptance

erasmus.uni-sofia.bg/site/income/

You have chosen your final list of courses… what's next?

1. If you have made changes in the courses you have initially selected, **fill in electronically the DURING MOBILTY** part in your LA.

2. Bring it to your **Erasmus Faculty Coordinator** to sign it.

3. Bring it to your Erasmus Coordinator at the Erasmus office to stamp it and **LEAVE A COPY.**

Deadline: 03.11.2017

Change of courses will not be possible after the deadline!

erasmus.uni-sofia.bg/site/income/

Just to remind you

If you want to choose courses from different faculties

Please contact the relevant Faculty ERASMUS Coordinators

erasmus.uni-sofia.bg/site/income/

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Welcome pack

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How to make an **ISIC SU card?**

1. Fill in the **Application Form**

2. Put a **passport-size photo**

3. **Bring your receipt for payment** (Cash Desks, Rectorate, North wing, 4th floor)

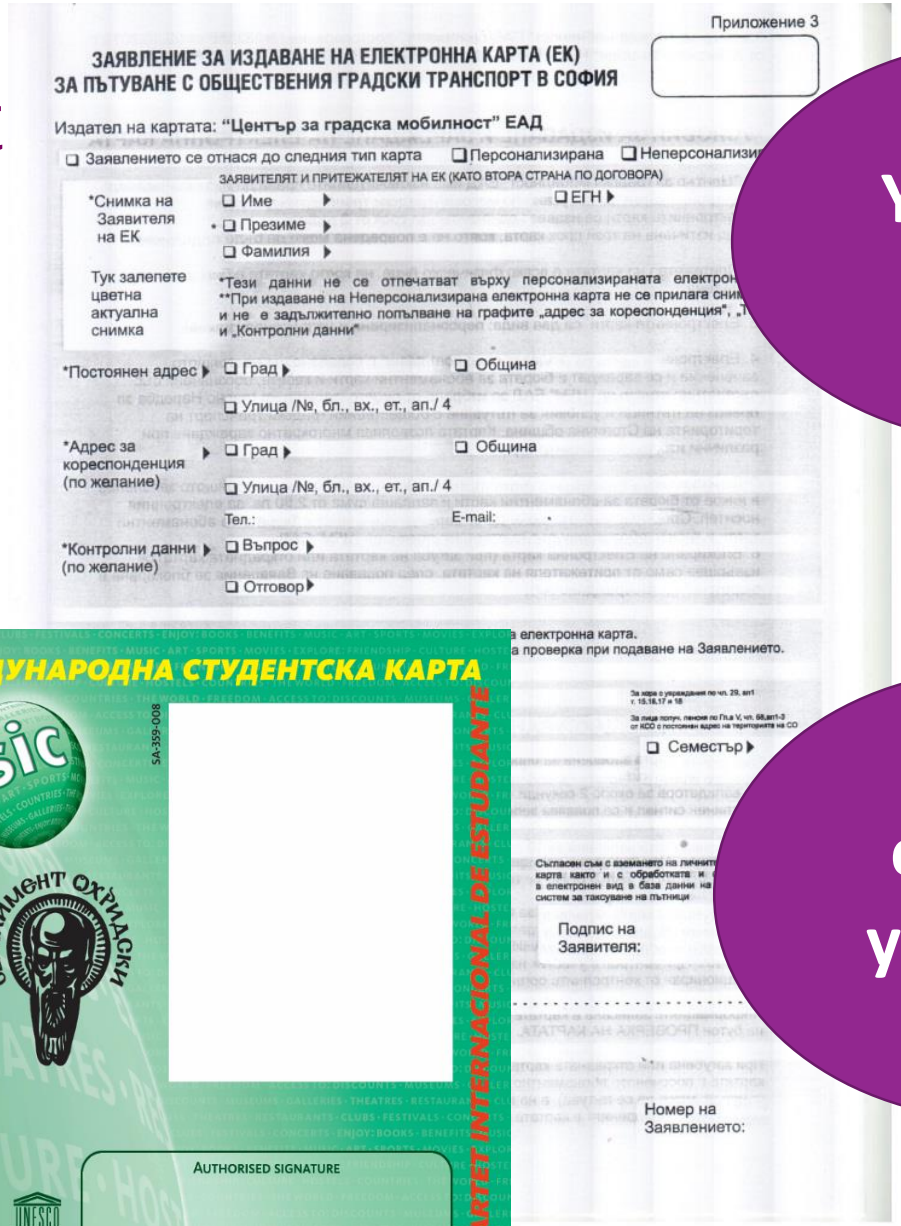
4. BRING ALL to your coordinator at the Erasmus Office (room 5 & 19)

DEADLINE: 13.10.2017

e/income/

How to get a **student transport card?**

1. Fill in the **Application Form**
2. **ISIC SU card**
3. **Photo**
4. **ID / Passport**



Приложение 3

ЗАЯВЛЕНИЕ ЗА ИЗДАВАНЕ НА ЕЛЕКТРОННА КАРТА (ЕК)
ЗА ПЪТУВАНЕ С ОБЩЕСТВЕНИЯ ГРАДСКИ ТРАНСПОРТ В СОФИЯ

Издател на картата: "Център за градска мобилност" ЕАД

❑ Заявлението се отнася до следния тип карта ❑ Персонализирана ❑ Неперсонализи

ЗАЯВИТЕЛЯТ И ПРИТЕЖАТЕЛЯТ НА ЕК (КАТО ВТОРА СТРАНА ПО ДОГОВОРА)

*Снимка на Заявителя на ЕК

Тук залепете цветна актуална снимка

❑ Име ❑ ЕГН
❑ Презиме
❑ Фамилия

*Тези данни не се отпечатват върху персонализираната електрон
**При издаване на Неперсонализирана електронна карта не се прилага сни
и не е задължително попълване на графите „адрес за кореспонденция", „
и „Контролни данни"

*Постоянен адрес ❑ Град ❑ Община
❑ Улица /№, бл., вх., ет., ап./ 4

*Адрес за кореспонденция (по желание) ❑ Град ❑ Община
❑ Улица /№, бл., вх., ет., ап./ 4
Тел.: E-mail:

*Контролни данни (по желание) ❑ Въпрос
❑ Отговор

електронна карта.
проверка при подаване на Заявлението.

❑ Семестър

Подпис на Заявителя:

Номер на Заявлението:

You need help?

Please contact your ESN Buddy

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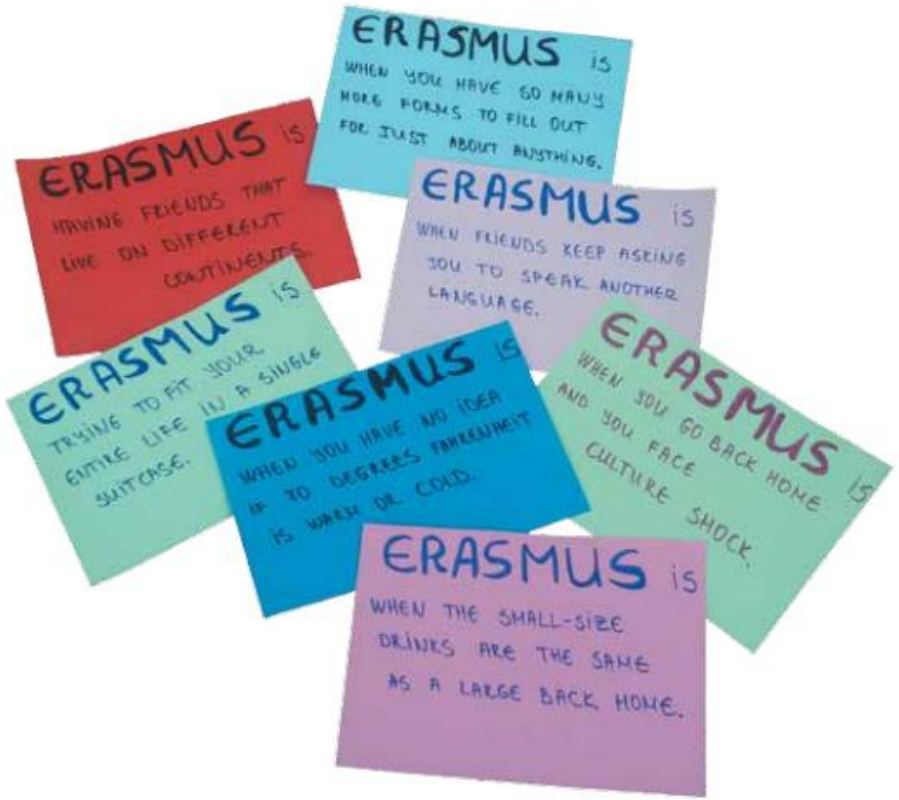
My Erasmus Diary



Checklist

Things to do upon arrival:

- visit your coordinator at the International Relations Office to confirm your arrival
- visit the Orientation days
- visit the Information meeting with your Faculty Erasmus Coordinator
- check the list of courses on the website and select your final list of courses (in case of changes of the initially selected courses, fill in the "During Mobility" part of your Learning Agreement, bring it to your Faculty Erasmus coordinator for approval and to your Erasmus Coordinator at the International Office for a stamp)

  Deadlines: **03 November 2017** for winter semester

  23 March 2018 for summer semester

After the deadlines **no changes** in the list of courses will be allowed.

- issue an ISIC SU card (see page 11).

  Deadlines: **13 October 2017** for winter semester

  02 March 2018 for summer semester

- contact ESN at Sofia University to participate in the events organized for the Incoming students, if interested

Things to do before departure:

- handle all final papers, complete all course tasks and pass all exams
- visit your coordinator at the International Relations Office to confirm your departure
- taste Bulgarian cuisine
- discover beautiful Bulgarian sites
- take all contact details of your new friends

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SUSI and MOODLE

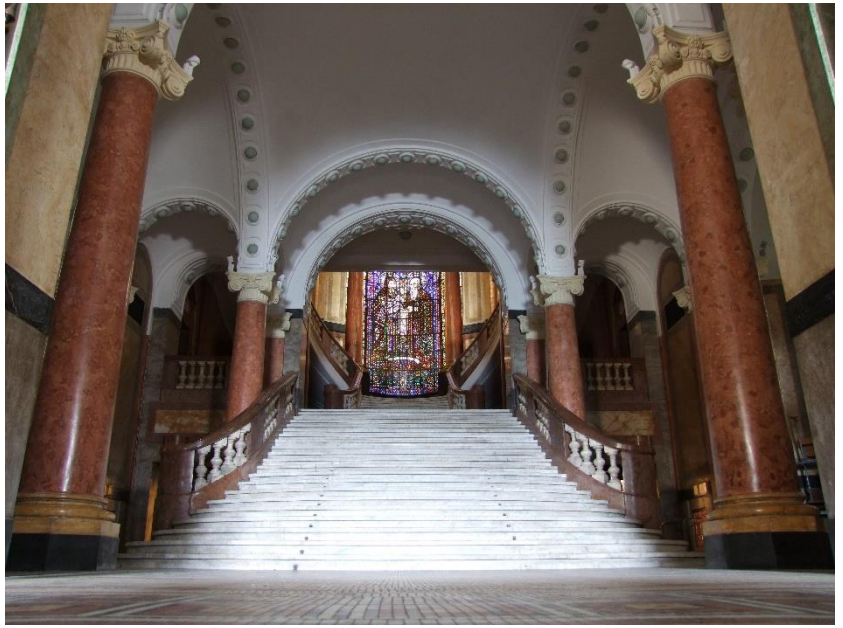
You will receive **usernames**, **passwords and login information** by email.

Please keep in mind that your username and password are the same for both platforms and once you login, you may be asked to change your password.

Sofia University Tour

When: 09th October, Monday, 11:00-13:00

Where: we will wait for you here →



How to register: Now, when taking your Welcome Pack

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… about:

- **Bulgarian language course**

05.10.2017, 11:00 – Rectorate, Central Part, 1st floor, room 119

- **ESN Sofia University**

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