



Sofia University St. Kliment Ohridski

ERASMUS GUIDE 2021/2022

Dear Erasmus student,

Welcome to Bulgaria!

This guide aims at providing you with practical information regarding your studies at Sofia University.

We wish you a fruitful, exciting and unforgettable mobility!

ERASMUS OFFICE

<https://erasmus.uni-sofia.bg/site/income/>
<https://www.facebook.com/erasmusSU/>

Erasmus coordinators at the International Relation Office (IRO), responsible for the administrative issues related to your mobility: <https://erasmus.uni-sofia.bg/site/income/contacts/international-relations-office/>

Faculty coordinators, responsible for the academic part of your mobility:
<https://erasmus.uni-sofia.bg/site/income/contacts/faculties/>

SOFIA UNIVERSITY ST. KLIMENT OHRIDSKI

Founded in 1888 Sofia University was named after Saint Kliment of Ohrid, a medieval Bulgarian scholar, who was also the first bishop to preach in the Old Bulgarian language.

Sofia University is the first school of higher education in the country. It was established on October 1st, 1888.

Nowadays Sofia University provides higher education to more than 20 000 students in 16 faculties and it is the biggest higher education institution in Bulgaria.

<https://www.uni-sofia.bg/>

ERASMUS+ PROGRAMME

The Erasmus programme was established in 1987 as an exchange programme for higher education students. In May 2021 the new 2021-2027 Erasmus+ programme has been launched. It has an estimated budget of €26.2 billion and places a strong focus on social inclusion, the green and digital transitions, and promoting young people's participation in democratic life.

The Programme was named after Desiderius Erasmus of Rotterdam – a Dutch philosopher who travelled, lived, studied and worked in several cities in Europe – the greatest learning centres in late 15th – early 16th century.

At the same time ERASMUS is an acronym that means *European Region Action Scheme for the Mobility of University Students*.

ERASMUS+ AT SOFIA UNIVERSITY ST. KLIMENT OHRIDSKI

- over 400 Erasmus+ Partner Universities
- over 200 incoming Erasmus students every year
- over 250 outgoing Erasmus students every year

Erasmus students coming to Sofia University are offered:

- Assistance from the Erasmus office and from the Faculty Coordinator at the host faculty
- Welcome and Information meetings
- Assistance from Bulgarian students within the Erasmus Student Network (ESN)
- Bulgarian language course free of charge for all incoming students who have enrolled the course when applying for the Erasmus programme.

Checklist

Things to do upon arrival:

- contact your coordinator at the Erasmus Office by email or phone (*contact information below*)
- attend the Information meetings organized by the Erasmus office and the host Faculty
- check the list of courses on the website and select your final list of courses, fill in the *During Mobility* part of your Learning Agreement, contact the Faculty Coordinator (at Sofia University) and the coordinator from your university for approval and signature and send it to the Erasmus Coordinator at the Erasmus office at Sofia by email.

Deadlines: **05 November 2021** for winter semester

25 March 2022 for summer semester

After the deadlines, **no changes** in the Learning agreement will be allowed.

- issue an ISIC SU card (*see below*)

Deadlines: **17 October 2021** for winter semester

02 March 2022 for summer semester

Things to do before departure:

- handle all final papers, complete all course tasks and pass all exams
- check out from your room at the dormitory and pay all your obligations
- contact your coordinator at the Erasmus Office to confirm your departure
- taste Bulgarian cuisine
- discover beautiful Bulgarian sites
- take all contact details of your new friends.

Academic calendar 2021/2022

| | |
|--|--|
| Winter semester | 1 October 2021 – 18 February 2022 |
| Information meeting | 29 September 2021 |
| Classes | 1 October 2021 – 21 January 2022 |
| Exam Period | 24 January 2022 – 18 February 2022 |
| University holidays and non-attendance days | 1 November – Day of the Bulgarian National Revival Leaders 25 November 2021 – Day of the Patron Saint of Sofia University St. Kliment Ohridski 8 December 2021 – Students' Holiday 24 December 2021 – 3 January 2022 – Christmas and New Year Holidays |
| Summer semester | 21 February 2022 – 8 July 2022 |
| Information meeting | <i>To be announced</i> |
| Classes | 21 February 2022 – 10 June 2022 |
| Exam Period | 13 June 2022 – 8 July 2022 |
| University holidays and non-attendance days | 3 March 2022 – Liberation Day 21 April – 26 April 2022 – Easter Holidays 2 May 2022 – observing the International Labour Day (01 May) 6 May 2021 – St. George's Day 24 May 2022 – Day of the Bulgarian Education and Culture and the Cyrillic Alphabet |

ASSESSMENT AND GRADING SYSTEM

<https://erasmus.uni-sofia.bg/site/income/erasmus/grading-scale/>

FACULTIES

| Name | Address | Transport |
|---|---|--|
| Faculty of History | 1504 Sofia, 15 Tsar Osvoboditel Blvd. | Buses 9, E84, 94, E184, 280 Trolleybuses 1, 2, 4, 5, 8, 11 Underground Lines 1, 3, 4 |
| Faculty of Philosophy* | 1504 Sofia, 15 Tsar Osvoboditel Blvd. | Buses 9, E84, 94, E184, 280 Trolleybuses 1, 2, 4, 5, 8, 11 Underground Lines 1, 3, 4 |
| <i>* Some of the departments are located at 4th Kilometre Campus (125, Tsarigradsko shosse Blvd., bl. 1 & 4)</i> | | Buses E84, E184, 280 Tramway 20 Trolleybuses 4, 5, 8, 11 |
| Faculty of Classical and Modern Philology** | 1504 Sofia, 15 Tsar Osvoboditel Blvd. | Buses 9, E84, 94, E184, 280 Trolleybuses 1, 2, 4, 5, 8, 11 Underground Lines 1, 3, 4 |
| <i>** Some of the departments are located at the Centre for Eastern Languages and Cultures (79 Todor Alexandrov Blvd.)</i> | | Bus 74 Tramways 8, 10 Trolleybuses 1, 5 Underground Lines 1, 4 |
| Faculty of Slavic Studies | 1504 Sofia, 15 Tsar Osvoboditel Blvd. | Buses 9, E84, 94, E184, 280 Trolleybuses 1, 2, 4, 5, 8, 11 Underground Lines 1, 3, 4 |
| Faculty of Law | 1504 Sofia, 15 Tsar Osvoboditel Blvd. | Buses 9, E84, 94, E184, 280 Trolleybuses 1, 2, 4, 5, 8, 11 Underground Lines 1, 3, 4 |
| Faculty of Education | 1504 Sofia, 15 Tsar Osvoboditel Blvd. | Buses 9, E84, 94, E184, 280 Trolleybuses 1, 2, 4, 5, 8, 11 Underground Lines 1, 3, 4 |
| Faculty of Educational Studies and the Arts | 1574 Sofia, 69A Shipchenski Prohod Str. | Buses 1, 3, 5, 6, 9, 11, 75 Tramway 20 |
| Faculty of Journalism and Mass Communication | 1000 Sofia, 49 Moskovska Str. | Tramways 20, 22 Trolleybuses 1, 2, 4, 11 |
| Faculty of Mathematics and Informatics | 1164 Sofia, 5 James Bourchier Blvd. | Buses 67, 88, 94, 102, 120 Tramways 10, 18 |
| Faculty of Physics | 1164 Sofia, 5 James Bourchier Blvd. | Buses 67, 88, 94, 102, 120 Tramways 10, 18 |
| Faculty of Chemistry and Pharmacy | 1164 Sofia, 1 James Bourchier Blvd. | Buses 67, 88, 94, 102, 120 Tramways 10, 18 |
| Faculty of Biology | 1164 Sofia, 8 Dragan Tsankov Blvd. | Buses 72, 76, 204, 604 Tramways 10, 12, 18 Underground Lines 1, 4 |

| | | |
|---|--|--|
| Faculty of Geology and Geography | 1504 Sofia, 15 Tsar Osvoboditel Blvd. | Buses 9, E84, 94, E184, 280 Trolleybuses 1, 2, 4, 5, 8, 11 Underground Lines 1, 3, 4 |
| Faculty of Theology | 1000 Sofia, 19 Sveta Nedelya Sq. | Tramways 5, 8, 10, 12, 18 Underground Lines 1, 2, 4 |
| Faculty of Economics and Business Administration | 1113 Sofia, 125 Tsarigradsko Shose Blvd., bl.3 | Buses E84, E184, 280 Tramway 20 Trolleybuses 4, 5, 8, 11 |

UNIVERSITY LIBRARY



- 1504 Sofia, 15 Tsar Osvoboditel Blvd.
- (+359) 2/ 9308554; 9308209; 9308457

The library structure consists of a central library and 28 branch libraries at different faculties and departments of the university. For more information:

http://libsu.uni-sofia.bg:81/UB/?page_id=531&lang=en



Access to the Central University Library and the branch libraries is granted only to lecturers, doctoral students, students and employees of Sofia University. The working hours with readers of the Central Library are from 08:00 to 20:00 h., and of the branch libraries – from 08:30 to 17:30 h.

All anti-epidemic measures taken by the Ministry of Health are implemented on the territory of the Central University Library and the branch libraries.

Registration as a reader

Access to the library collections and services is provided with either an ISIC SU or a library card.

- For more information regarding the ISIC SU card, please see below.
- If you do not own an ISIC SU card and want to register as a library reader, please contact your Erasmus coordinator at the Erasmus Office by e-mail or phone.

INTERNET ACCESS

The campus of Sofia University St. Kliment Ohridski (including the university libraries) is equipped with a wireless internet connection (free accessed, eduroam or password protected).

PUBLIC TRANSPORTATION



Tickets and Cards

The price of the single one-way ticket for the local transportation in Sofia is 1.60 BGN and a daily card is 4.00 BGN.

As an Erasmus student you can purchase a transportation card with **a student discount**, valid for all lines of the public transportation in Sofia.

The card is issued in the offices of the Urban Mobility Centre located in various points throughout the whole city.

For more detailed information, please visit: <https://webportal.sofiatraffic.bg/en> and <https://www.sofiatraffic.bg/en/>.

ISIC SU CARD



The International Student Identity Card for students of Sofia University (ISIC SU) provides:

- proof of student status;
- access to the buildings and dormitories of Sofia University;
- access to the libraries of Sofia University;
- 50% discount of travel tickets with the Bulgaria railway network (valid for students up to 25 years);
- more than 1500 shopping discounts in Bulgaria and more than 45000 discounts in 130 countries;
- discounts for events and concerts in Bulgaria;

The ISIC SU card could be used also to authorize the issuing of a student discount card for the public transportation in Sofia.

Detailed information and instruction about the card and the online registration are provided on: <https://get.isic.bg/su/erasmus>

Your coordinator will notify you by email when your card is ready.



DEADLINE for submitting your document for an ISIC SU card:

17 October 2021 for winter semester

02 March 2022 for summer semester

Price: 20 BGN.

*NB: The ISIC SU card is **strongly recommended**. If you already have an ISIC card, you may use it for discounts, but it **will not** be valid for a student discount card of the public transportation in Sofia, the railways network or access to the library, dormitories and the other university buildings.*

COVID-19 PROTECTION MEASURES

<https://erasmus.uni-sofia.bg/site/income/covid-19-information/>

SUSI & MOODLE

Two online platforms for administering the educational process of the students function at Sofia University. You will receive an email with your log-in credentials (username and password) for both platforms. Please keep in mind that your username and password are the same for both platforms and upon your first log-in, you may be asked to change your password.

SUSI is used for the administration of your educational process. There you will be able to see the list of the courses you are enrolled in and your final grades once you pass your exams.

MOODLE is the e-learn platform of Sofia University. Some of your lecturers may upload syllabus, reading materials and assign different tasks there. In case of online teaching, the courses could be taught in MOODLE as well.

After you log-in to MOODLE you will receive an automatic email with a hyper-link (please check also your spam box). You must click on the link in order to validate your profile. Then you have to log-in again and you will be able to see the various courses in the different faculties. The enrolment to some of the courses may require an enrolment key/course password that you will receive from your lecturer.

Please be aware that once logged in, you will be asked to change the password. The new password must be a minimum of eight (8) characters in length and contain at least one character from the following categories:

- Uppercase letter (A-Z);
- Lowercase letter (a-z);
- Digit (0-9).

Lost or forgotten your password?

If you have lost or forgotten your password or if you have troubles to access the systems, please contact one of the following administrators:

- Slavka Karakusheva: skarakusheva@admin.uni-sofia.bg
- Nicole Marinova: nmarinova@admin.uni-sofia.bg

ACADEMIC AFFAIRS INSTRUCTION

https://erasmus.uni-sofia.bg/site/income/wp-content/uploads/sites/3/2021/09/Instruction_Academic-Affairs_winter_21_22.pdf

CURRENCY

Local currency: BGN 1 EUR = 1.95583 BGN

Currency can be exchanged in banks or in any of the country's many currency exchange offices. Some of these exchange offices also work on holidays.

Credit and debit cards could be used for payment of goods and services but please check the conditions and taxes with your local bank.

MOBILE OPERATORS

Three big companies provide mobile services in Bulgaria: **Vivacom, A1 BG and Telenor**. You have two options when it comes to paying for your mobile communications:

- **Pre-Paid Services** (pay-as-you-go) – For purchase and registration of a pre-paid SIM card, you must visit an office of a mobile operator. The pre-paid SIM card is the best choice for a short stay in Bulgaria. Required documents: national ID or a passport
- **Post-Paid Services** (contract services) – For purchase and registration of a post-paid SIM card, you will be asked to sign a contract with the mobile operator, valid for 12 or 24 months. Required documents: proof of residence, national ID or a passport

NB: Since 15.06.2017 the EU has ended roaming surcharges for all EU citizens who travel periodically within the EU and people pay only domestic charges. Please check the roaming conditions of your home mobile operator.

EMERGENCY NUMBER: 112

Road service – 146, 91146

Mountain rescue service – (+359 2) 9632000

All Erasmus students are recommended to register at the embassy of their country and to inform the embassy about their stay in Bulgaria

Public transport in Sofia – <https://www.sofiatraffic.bg/en/>

Central Bus Station – (+359) 90021000, <http://www.centralnaavtogara.bg/>

Central Railway Station – (+359 2) 9324190 – <http://www.bdz.bg/en/>

Sofia Airport – (+359 2) 9372211 – <http://www.sofia-airport.bg>

BULGARIAN ALPHABET

| Bulgarian letters | Transliteration | Pronunciation |
|-------------------|-----------------|----------------------------|
| А а | A a | as "a" in "palm" |
| Б б | B b | as "b" in "bug" |
| В в | V v | as "v" in "vet" |
| Г г | G g | as "g" in "good" |
| Д д | D d | as "d" in "dog" |
| Е е | E e | as "e" in "best" |
| Ж ж | Zh zh | as "s" in "treasure" |
| З з | Z z | as "z" in "zoo" |
| И и | I i | as "i" in "machine" |
| Й й | Y y | as "y" in "yes" or "yoyo" |
| К к | K k | as "k" in "make" |
| Л л | L l | as "l" in "call" or "lend" |
| М м | M m | as "m" in "man" |
| Н н | N n | as "n" in "normal" |
| О о | O o | as "o" in "order" |
| П п | P p | as "p" in "pet" |
| Р р | R r | as "r" in "restaurant" |
| С с | S s | as "s" in "sound" |
| Т т | T t | as "t" in "top" |
| У у | U u | as "oo" in "tool" |
| Ф ф | F f | as "f" in "food" |
| Х х | H h | as "h" in "happy" |
| Ц ц | Ts ts | as "ts" in "fits" |
| Ч ч | Tc tc | as "ch" in "chips" |
| Ш ш | Sh sh | as "sh" in "shot" |
| Щ щ | Sht sht | as "sht" in "shtick" |
| Ъ ъ | A a | as "u" in "turn" |
| ь | Y y | as "y" in "canyon" |
| Ю ю | Yu yu | as "u" in "menu" |
| Я я | Ya ya | as "ya" in "yarn" |

ENJOY YOUR STAY IN BULGARIA AND TAKE CARE!