



## VARNA UNIVERSITY OF MANAGEMENT

Varna University of Management is an international business school located in Europe, Bulgaria with campuses in Varna, Dobrich, and Sofia.

Through the Erasmus+ International Credit Mobility programme, VUM welcomes incoming students for studies who are full-time students at VUM partner universities located in various Partner Countries for which the institution has managed to attract mobility funding.

Additionally, VUM welcomes every year incoming students for studies or placement who are full-time students at one of the more than 80 partner universities of VUM located in near 20 Programme Countries from the EU, Norway and Turkey.

### **Deadlines For Student Mobility 2021/2022**

- ❖ for mobility during the 1st semester of 2021/2022: 30<sup>th</sup> June 2021
- ❖ for mobility during the 2nd semester of 2021/2022: 26th November 2021.

\*Above dates are provisional and they are subject to change

### **Visa and entry requirements**

Erasmus+ students who are citizens of countries outside the EU have to apply for a study visa for Bulgaria prior to their arrival to VUM. VUM provides all necessary documents (Visa Application Letter, Acceptance Letter, Accommodation Confirmation Letter indicating the residence address of the mobile student in Bulgaria) and assists all incoming students throughout the whole process of visa application. Visa issuance may take up to two months. For more information, please visit the website of the Bulgarian Ministry of Foreign Affairs.

The detailed information regarding the Visa Type D could be found [here](#). The Visa Type D costs and fees could be found [here](#).

## CONTACTS

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## ACADEMIC CALENDAR 2018/2019

- ❖ **1st Semester:** 27th September 2021 – 28th January 2022
- ❖ **2nd Semester:** 31st January 2022 – 27th May 2022
- ❖ Christmas holidays: 24th December 2021 – 3rd January 2022
- ❖ \*Each semester corresponds to 30 ECTS.

## OFFICE HOURS

- ❖ Monday – Friday – 8:30 am – 5:00 pm
- ❖ Saturday – Sunday - closed

## **UNDERGRADUATE PROGRAM**

### **Program instruction**

VUM offers study programmes in the fields of Business, Management, Administration, Hospitality and Tourism. Incoming Erasmus+ students to VUM could join and attend courses and modules delivered in the framework of any of the below-listed programmes. All VUM study programmes are fully taught in English.

### **Study programmes**

- ❖ International Business and Management (BA IBM)
- ❖ International Hospitality Management (BA IHM)
- ❖ International Tourism Management (BA ITM)
- ❖ Software Engineering (BA SE)
- ❖ Master of Business Administration (MBA)
- ❖ Master in International Hospitality and Tourism Management (MSc IHTM)

## **APPLICATION PROCEDURES**

### **Application Documents Set**

1. Application Form
2. Motivation Letter prepared by the student
3. Transcript of Records issued by the sending institution
4. Proof of English language proficiency corresponding to at least B1 level.
5. CV in Europass format (only in case of student mobility for placement)
6. Learning Agreement for Studies
7. Copy of the student's European Health Insurance Card (EHIC). Non-EU citizens are expected to provide a copy of medical insurance valid for the EU and Bulgaria for the period of the planned Erasmus+ mobility.



\*For details, please refer to [www.erasmusplus.vum.bg](http://www.erasmusplus.vum.bg)

## **CREDITS AND COURSES**

### **Courses Lists**

The lists of subjects delivered at VUM during academic year 2018/2019 as well as the awarded ECTS credits to each of the courses and the prerequisites could be found in the links provided below:

- ❖ [List of subjects delivered at VUM during the 1st semester of 2021/2022](#)
- ❖ [List of subjects delivered at VUM during the 2nd semester of 2021/2022](#)

### **VUM ECTS Credits Guide**

- ❖ <http://erasmusplus.vum.bg/erasmus-programme/ects-guide/>

### **Course Load**

Each semester corresponds to 30 ECTS.

## **TUITION AND FEES**

Participating students pay applicable tuition fees and student activity fee to their sending institution. They will be exempt from paying tuition fees to the receiving institution. Participating students are liable for visa application costs, travel costs, accommodation, medical insurance, books and supplies, meals, and personal expenditures and neither university shall be held liable for such charges.

Participating students will be subject to and must abide by all the rules and regulations of the receiving institutions and countries.

### **Medical Insurance**

The participant shall have adequate insurance coverage. A medical insurance valid for the EU member states for the whole period of the trip, covering all costs for repatriation and for urgent medical care and emergency hospital treatment for the period of the stay indicated in the visa is mandatory. The insurance amount cannot be less than 30 thousand euro. The participant is responsible for obtaining the Medical Insurance.

# **ARRIVAL IN BULGARIA**

## **Transportation**

The incoming Erasmus+ students should make sure they get a flight to Varna because the airport in Varna is the closest to the VUM Varna and Dobrich campuses. The students should also send to VUM International Mobility Office a clear and readable scanned copy of their flight ticket at least 5 business days prior their arrival to Bulgaria so we can arrange their welcoming.

## **ACCOMMODATION**

### **Varna Campus**

VUM Erasmus+ incoming students to study at VUM could book their accommodation at VUM Student House in Varna by emailing their [Accommodation Form](#) to [erasmus@vumk.eu](mailto:erasmus@vumk.eu).

Detailed information on the accommodation provided at the VUM Campus in Varna could be found [here](#). The Internal Regulation Guidelines can be found [here](#).

The accommodation prices at VUM student house are as follows: 7 EUR/day per person accommodated in a double (shared) room including all utility costs. Utility costs cover internet access too.



### **Dobrich Campus**

VUM Erasmus+ incoming students to study at VUM could book their accommodation at VUM Student House in Dobrich by emailing their [Accommodation Form](#) to [erasmus@vumk.eu](mailto:erasmus@vumk.eu).

Detailed information on the accommodation provided at the VUM Campus in Dobrich could be found [here](#). The Internal Regulation Guidelines can be found [here](#).

The accommodation prices at VUM student house are as follows: 7 EUR/day per person accommodated in a double (shared) room including all utility costs and 10 EUR/day per person accommodated in a single room. Utility costs cover internet access too.



### **Accommodation prices and payment deadlines:**

- a) Student house's security deposit of 80 EUR + deposit of 15 EUR for key and access cards.
- b) Rent including all utility costs for water, electricity, gas and internet:
  - ❖ 7 EUR per day per person in a double (shared) room or
  - ❖ 10 EUR per day per person in a single room.

The payment of both due deposits and the rent for the first month shall be made on the first working day following the arrival. Payment of the rent for each following month shall be made no later than the start of the month.

**ALL STUDENTS WHO ARE ACCOMMODATED AT VUM STUDENT HOUSE IN DOBRICH ARE OBLIGED TO READ THE RULES AND STRICTLY FOLLOW THESE!**