



## OFFICIAL NOTICE

**Dear Students,**

The University hereby notifies all prospective participants in the Erasmus+ student mobilities “*UP TO one-year successful graduation*” that the complete set of required documents (enumerated in *Appendix 1.*) must be submitted to the Department of International Cooperation and Mobility no later than **30 January 2026.**

Please be advised that Erasmus+ summer traineeships for the **2025/2026** academic year are subject to a minimum mobility duration of **60** calendar days, in accordance with programme regulations. For the current academic cycle, the official period to be indicated in the Learning Agreement is: **30 June 2026 – 29 August 2026**

The exact start and end dates of the mobility must also be explicitly stated in the **Confirmation Letter.** This requirement is mandatory for all students undertaking traineeships in private institutions, clinics, or hospitals.

Students completing their traineeships at a **university, university clinic, university hospitals and private institutions** are required to submit to their faculty Erasmus+ coordinators (*enumerated in Appendix 2.*) a **Learning Agreement** duly signed by the student and by the receiving institution.

The deadline for submitting all required documentation for the summer traineeships to the respective faculty coordinators is **20 March 2026.**

All students are kindly requested to ensure strict compliance with the aforementioned deadlines, procedures, and documentation standards.

**Yours faithfully,**

The Department of International Cooperation and Mobility



### *Appendix 1. Required Documentation*

1. **Learning Agreement**, duly signed by all parties
2. **Letter of Intent**
3. **Confirmation Letter**, indicating the precise mobility dates
4. **Grade point average (GPA)/ Transcript of Records**
5. **PhD Enrolment Order** (for PhD candidates only)
6. **Bank Account Statement** (issued by a Bulgarian bank or Revolut)
7. **Personal Data Protection Declaration**  
(available on the University webpage – “Erasmus+ Programme”)
8. **Declaration on the Means of Travel**  
(available on the University webpage – “Erasmus+ Programme”)
9. **Declaration of Previous Participation in the Erasmus+ Programme**  
(available on the University webpage – “Erasmus+ Programme”)



HUMAN RESOURCE  
DEVELOPMENT CENTRE



Erasmus+

## *Appendix 2. Faculty coordinators*

### **1. Faculty of Agriculture**

Assoc. Prof. Galin Nikolov, [galin.nikolov@trakia-uni.bg](mailto:galin.nikolov@trakia-uni.bg)

### **2. Faculty of Medicine**

Assoc. Prof. Lyuba Miteva, [lyuba.miteva@trakia-uni.bg](mailto:lyuba.miteva@trakia-uni.bg)

### **3. Faculty of Veterinary Medicine**

Chief Assist. Prof. Georgi Terziev, [georgi.terziev@trakia-uni.bg](mailto:georgi.terziev@trakia-uni.bg)

### **4. Faculty of Education**

Assoc. Prof. Hristo Saldzhiev, [hristo.saldzhiev@trakia-uni.bg](mailto:hristo.saldzhiev@trakia-uni.bg)

### **5. Faculty of Economics**

Assoc. Prof. Konstantin Stoyanov, [konstantin.stoyanov@trakia-uni.bg](mailto:konstantin.stoyanov@trakia-uni.bg)

### **6. Faculty of Engineering and Technology**

Prof. Zlatinka Kazlacheva, [zlatinka.kazlacheva@trakia-uni.bg](mailto:zlatinka.kazlacheva@trakia-uni.bg)

### **7. Medical college**

Assist. Eng. Kaloyan Varlyakov, [kaloyan.varlyakov@trakia-uni.bg](mailto:kaloyan.varlyakov@trakia-uni.bg)

### **8. Branch of Haskovo**

Assoc. Prof. Tanya Paskaleva, [tanya.paskaleva@trakia-uni.bg](mailto:tanya.paskaleva@trakia-uni.bg)

### **9. Department of Information and In-service Training (DIIT)**

Chief. Assist. Prof. Vera Todorova, [vera.todorova@trakia-uni.bg](mailto:vera.todorova@trakia-uni.bg)