

First-year Student's **HANDBOOK** **2025/2026**

**35
YEARS**





**VARNA
FREE
UNIVERSITY**
“CHERNORIZETS HRABAR”

First-year Student's Handbook

2025/2026



**Assoc. Prof.
Krasimir Nedyalkov, PhD
President
of VFU “Chernorizets Hrabar”**

Dear students,

For 35 years now, Varna Free University “Chernorizets Hrabar” has been a symbol of innovation and quality in Bulgarian higher education. We uphold the mission to serve knowledge through scientific research, education, and their application for the benefit of society. This mission reflects our commitment to integrated education, oriented towards professional realisation, personal development, and social responsibility.

Varna Free University has taken a leading position in the field of applied sciences, combining innovative education, technologies, global outreach, and an adaptive institutional culture. It continues to grow – in number of students, academic capacity, and international recognition. Today VFU “Chernorizets Hrabar” is one of the largest private universities in Bulgaria, with an accreditation score of 9.01 out of 10 – among the highest in the country. This is recognition of our shared work – of the lecturers who inspire, the researchers who discover, and the students who seek and find their future here.

The university actively cooperates with more than 130 partner institutions from Europe, Asia, and America. In the past year alone, we expanded our network with new partnerships in Azerbaijan, Georgia, Kazakhstan, Kyrgyzstan, China, Poland, the USA, Slovakia, Turkey, Ukraine, and the Czech Republic.

You are becoming part of a university with history, spirit, and mission, with a 35-year tradition built with the vision and energy of people who believe in education as a force for change. From this moment on, you are the future of Varna Free University.

I wish you to dream boldly, to seek persistently, and to achieve high goals. Be worthy bearers of the university's name and build the world with thought, knowledge, and character.

Learn and seek! Congratulations on the 35th anniversary of Varna Free University!

Dear students,

Welcome to the academic family of Varna Free University "Chernorizets Bravar"! Your choice to continue your education entails our responsibility to provide education of the highest quality.

On the path of your growth and realisation, you are about to change professions, not workplaces. The future will demand from you an increasingly integral, multidisciplinary knowledge, and multiple intelligence.

Keep learning and seeking. Cherish your curiosity and diligence and you will receive a brilliant university education. For your academic upbringing, we have ensured up-to-date content of the instructional process, which reveals and develops individual aptitudes and competences, necessary for the professions of the future. We focus on the strengths and talents of each of our students. We expand the number of elective subjects so that every student gets room for developing his or her personal qualities and optimally transforming knowledge into skills.

During your studies at VFU "Chernorizets Hrabar", you will have the opportunity for trainings and internships in Bulgarian and foreign companies, and for enriching your knowledge in other universities in Europe and the world in the student mobility programmes.

The academic leadership of VFU "Chernorizets Hrabar" believes that the creation of a motivating and inclusive educational and social environment is extremely important for a fulfilling student life.

Be active. Communicate with your colleagues. Share problems and ideas with the instructors. Gain knowledge, wisdom and inspiration, which will make you more capable and successful.

You, our students, are our greatest pride — young people who are knowledgeable, capable, and eager to explore.

Good luck!



**Prof. Petar Hristov, PhD
Rector
of VFU "Chernorizets Hrabar"**

**About FVU
“Chernorizets
Hrabar”**

Varna Free University "Chernorizets Hrabar" was established in 1991. On July 27, 1995, it received the status of an institution for higher education by decision of the 37th National Assembly.

Varna Free University "Chernorizets Hrabar" has one of the most modern campuses in Bulgaria.



The campus spans over an area of over 20,000 square meters. It is located right next to the resort complex Golden Sands and the natural park of the same name. In addition to the educational and the administrative building, the campus comprises specialized and training centres – University Library, Centre for Digital Technologies, modern Educational and Sports Complex, Career Centre, Media Centre, Centre for Vocational Training, Language Centre, Educational Courtroom "Prof. Dr. Tamara Hinova", Forensics and Forensic Expertise Lab, Investigation Tactics and Methodology Lab, Medico-Psychological Complex, dormitory, canteen, cafeteria, parking facilities, parks, and wonderful recreation areas.

The picturesque sea panorama forms a natural backdrop to the park of Varna Free University "Chernorizets Hrabar." It was created in 2012 as a project by students of the Architecture programme.

The University has a branch in the town of Smolyan. This year marks the 26th anniversary of its establishment. In the renovated academic complex, residents of the Rhodope region have the opportunity to receive a quality European education with the "Varna Free University" brand.

**About FVU
"Chernorizets
Hrabar"**



ACCREDITATIONS AND CERTIFICATIONS



Varna Free University has institutional accreditation from the National Evaluation and Accreditation Agency at the Council of Ministers of the Republic of Bulgaria – 9.01 on a scale of 10.



On February 18, 2025, the University was recertified for the eight time in a row by the international certification organisation BUREAU VERITAS Certification for compliance with the international standard ISO 9001:2015. No other institution of higher education in Bulgaria has a 24-year unbroken certification cycle for quality management.



In 2023, VFU "Chernorizets Hrabar" became the first Bulgarian university certified according to ISO 14001:2015 for environmental management. The University changes both the environment and the quality of instruction, meeting the highest sustainability standards based on educational, economic, environmental and social criteria. The topics related to the implementation of the ESG standards are integrated in the University's Bachelor's, Master's, and Doctoral programmes.



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**President**

Assoc. Prof. Krasimir Nedyalkov, PhD
Email: nedyalkov@vfu.bg

**Vice-president**

Yani Yanev
Email: yanev@vfu.bg

**Chair of the Board of Trustees of FVU “Chernorizets Hrabar”**

Prof. Anna Nedyalkova, D.Sc (Econ.)
Email: vfu_president@vfu.bg

**Rector**

Prof. Petar Hristov, PhD
Email: rector_vfu@vfu.bg

**Vice-rector for Academic Affairs**

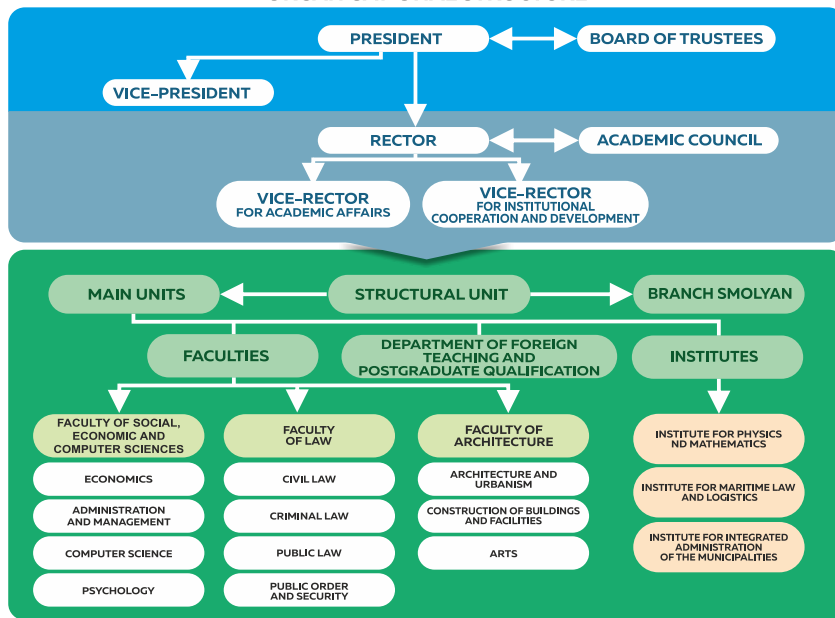
Prof. Dimitar Kanev, D.Sc (Econ.)
Email: dimitar.kanev@vfu.bg

**Vice-rector for Institutional Cooperation and Development**

Assoc. Prof. Eleonora Tankova
Email: eleonora.tankova@vfu.bg

Varna Free University

ORGANISATIONAL STRUCTURE



BOARD OF TRUSTEES

The Board of Trustees is a university governing body that includes representatives from the fields of science and education, public and business organisations with contribution to the creation and development of Varna Free University.

ACADEMIC COUNCIL

The Academic Council is the governing body of Varna Free University's educational and research activities and policies.

FACULTIES AND BRANCH

The educational process at VFU "Chernorizets Hrabar" takes place in:

- Faculty of Architecture
- Faculty of Social, Economics and Computer Science
- Faculty of Law
- Department of Foreign Language Teaching and Postgraduate Qualification
- Branch – Smolyan

FACULTY OF ARCHITECTURE

The Faculty of Architecture offers educational programmes in three professional areas: Architecture, construction and geodesy; Fine arts; Music and dance.

The specialties related to architecture, construction, fire safety, design and the arts combine creativity with high responsibility. The instruction achieves a natural symbiosis between theoretical knowledge and practical skills, research and creative activity. State-of-the-art teaching and laboratory facilities, together with the expertise of our academic staff, guarantee an education of the highest quality.

The Academic Dance Theater of VFU "Chernorizets Hrabar" – creative workshop of the students and instructors from the Choreography specialty – has contributed to the preservation and popularisation of Bulgarian folk traditions.

The numerous individual and collective awards and distinctions in the fields of architecture, construction, arts, fashion, and design testify to the value of the Faculty's educational, research, creative, cultural, and project activities.



Dean:
Assoc. Prof. Eng.
Rositsa Petkova-Slipets, PhD

DEPARTMENTS	HEADS OF DEPARTMENTS	DEGREE PROGRAMMES
Architecture and Urbanism	Prof. Atanas Kovachev, D.Arch. (Corresponding Member of BAS)	Architecture Interior Design
Construction of Buildings and Facilities	Assoc. Prof. Daria Mihaleva, PhD	Construction of Buildings and Facilities Water Supply and Sewerage Fire and Emergency Safety Construction Engineering
Arts	Assoc. Prof. Kapka Manasieva, PhD	Graphic Design Fashion Design Choreography – Bulgarian folk dances Choreography – Contemporary dance theater

FACULTY OF SOCIAL, ECONOMIC AND COMPUTER SCIENCES

The Faculty of Social, Economic and Computer Sciences hands down to its students the best traditions and practices in the creation of an academic environment stimulating entrepreneurial culture and initiative among students, as well as the formation of new interdisciplinary specialties and programmes. The faculty implements joint educational projects with universities from all over the world, numerous initiatives with the business sector, the public sector, and non-governmental organisations while applying innovative educational technologies.

DEPARTMENTS	HEADS OF DEPARTMENTS	DEGREE PROGRAMMES
Economics	Prof. Emil Panushev, PhD	International Economic Relations Finance and Accounting Economics International Business in English
Administration and Management	Sr. Asst. Prof. Miglena Pencheva, PhD	Business Administration and Management Public Administration and Management
Computer Science	Sr. Asst. Prof. Antonina Ivanova, PhD	Informatics and Computer Science
Psychology	Assoc. Prof. Krasimir Ivanov, MD, PhD	Psychology



Dean:
Prof. Anton Grozdanov, PhD

FACULTY OF LAW

The faculty prepares lawyers, criminologists, experts in national security, countering crime and protection of public order, capable to apply in their professional activity the latest achievements of science and technology for the benefit of society and the state.

The continuous improvement of the quality of the educational process and research is among the priorities of the Faculty of Law. Along with in-depth theoretical knowledge, students also receive the necessary practical training, which enables quick and successful professional realisation. The faculty creates conditions for various joint research and scientific-practical initiatives and joint activities with partners, including other law faculties in the country, Bulgarian and foreign universities, judicial authorities, etc.



Dean

Assoc. Prof. Elisaveta Kalinova-Panova, PhD

DEPARTMENTS	HEADS OF DEPARTMENTS	DEGREE PROGRAMMES
Civil Law	Assoc. Prof. Maria P. Petrova, PhD	Law
Criminal Law	Prof. Galina Kovacheva, PhD	
Public Law	Assoc. Prof. Emiliya Siderova, PhD	
Public Order and Safety	Assoc. Prof. Aneliya Nenova, PhD	National Security Studies Crime Prevention and Public Order

DEPARTMENT OF FOREIGN LANGUAGE TEACHING AND POST-GRADUATE QUALIFICATION

The Department of Foreign Language Education and Postgraduate Qualification delivers instruction in foreign languages (English and Russian) in accordance with the Common European Language Framework. The Department organises Bulgarian language courses for international students and provides additional courses of Japanese, Chinese and Portuguese language and culture.

The Department offers specialized language courses for professional fields: law, business, architecture, civil engineering, computer science, tourism, diplomacy and diplomatic correspondence, business correspondence, advanced literacy, academic communication.

The Department provides the opportunity to acquire a university certificate for the level of knowledge of foreign languages. The foreign language courses included in the curricula guarantee excellent preparation for the exam for its acquisition. Students can certify their knowledge and skills in a foreign language at the beginning of their studies at the University, which gives a number of advantages:

- The certificate attests the language proficiency that is a condition for applying for mobility under the Erasmus+ programme or other international student exchange programmes or internships abroad.
- The certificate offers proof to every employer in Bulgaria and abroad for the holder's knowledge and skills in a foreign language.

The Department hosts a Language Centre with a rich library collection of over 1000 titles. The resources are accessible through the University Library's electronic catalogue. The centre offers excellent conditions for holding scientific-practical conferences, methodological seminars, discussions, educational lectures and courses.



Director

Boryana Kostova-Stamboliyska, PhD

BRANCH - SMOLYAN

The VFU branch in Smolyan was built in the spirit of the cultural, spiritual and socio-economic development of the Rhodopes. The high quality university education, flexible forms of learning, scientific and applied project studies are adapted to the socio-economic features of the region.

The development of innovative educational products is becoming a specialty factor in increasing the competitiveness of educational institutions.



Director:

Assoc. Prof. Aneliya Parzhanova, PhD



CENTRE FOR DISTANCE LEARNING

Distance learning at Varna Free University has nearly 15 years of experience and traditions. Students use high quality educational resources that are accessible from anywhere in the world at any time. A programme for individual consultations with the instructors has been created. The personal attitude is of paramount importance in distance learning.

Students can choose from five distance learning Bachelor's degree programmes. These are Informatics and Computer Science, Business Administration and Management, Public Administration and Management, International Economic Relations, and Finance and Accounting.

There are seven distance learning Master's programmes (after completing higher education) in the field of computer science: Digital Marketing and Web Design and Software Engineering and Management (in Bulgarian), Data Science (in English). Other sought-after Master's programmes include Management and International Marketing, Administrative Infrastructure, Finance and Bank Management and Marketing, and International Finance.



Director:
Assoc. Prof. Maria Velikova, PhD

INFORMATION APPLICATIONS FOR STUDENTS

The Centre for Digital Technologies at VFU "Chernorizets Hrabar" develops and implements modern technological solutions in the classroom, the research and administrative activities of the University.

By registering at the address <http://student.vfu.bg> (with the username being your student ID number), the students of Varna Free University get access to the information resources they need:

Student status – student status, specialty, curriculum, exams, grades, etc.

Virtual classrooms in Google Workspace – learning resources for the studied disciplines, tests, case studies, notes, etc.

The Centre for Digital Technologies includes the following structural units: Laboratory for Advanced Technologies, Laboratory for Information Service, and Educational Media Centre.

GOOGLE ACCOUNTS

Google registration and accounts are required to participate students in classes and exams, as well as for communication.

Every student at VFU "Chernorizets Hrabar" has an account created in Google: student ID number@vfu.bg.

1. To log in to your account, open your browser and enter the address gmail.com.
2. Enter an email address or phone number in the profile (student ID number @vfu.bg) and press "forward".
3. Enter your password (Bulgarian PIN or Foreigner ID number).

After entering the password, the email that will be used for communication will open.
At the top of your screen you will find these controls::



Pressing the given button will open a list of Google applications.

The applications you will use for your classes are:

Gmail – provides communication through emails

Disk – provides cloud space for data storage

Docs – a programme for working with Google Docs for word processing

Sheets – a programme for working with Google documents for working with tables

Slides – a programme for working with Google documents presentations

Calendar – schedule, event calendar

Meet – synchronous communication (Lectures, seminars, conferences, etc. are held here.)

Classroom – virtual classroom and a place to publish lectures, exercises, tests, exams and more



Centre for Digital Technologies

Director:

Kostadin Kosev

Tel.: +359 52 359 537

Email: kkossev@vfu.bg

CHIEF ADMINISTRATIVE SECRETARY

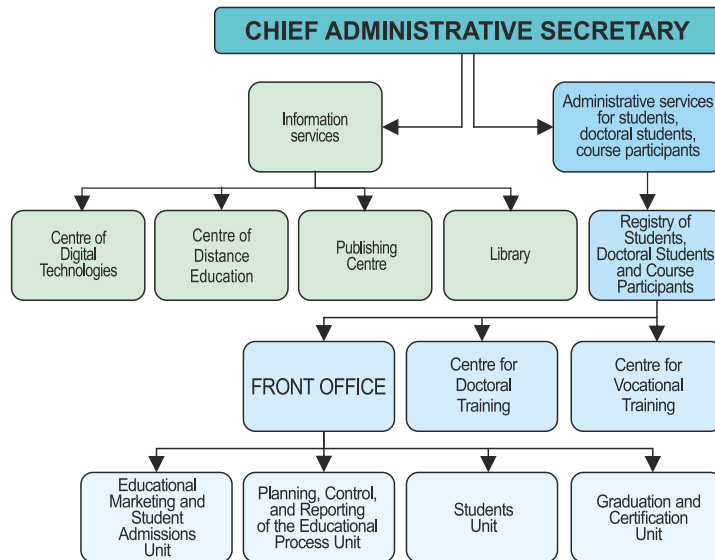
The Chief Administrative Secretary organises and coordinates the work of the University's administrative units to ensure fast and efficient service to students, doctoral students, and course participants. The Secretary is responsible for the front office, student registry, graduation and certification, as well as for planning and controlling the educational process.



Chief Administrative Secretary:
Nikolinka Daskalova

The Secretary works to facilitate access to information and services, including through the Library, Publishing Centre, and Centre for Digital Technologies.

ACADEMIC ADMINISTRATION



FRONT OFFICE

The University Front Office is a centre for integral administrative services for students and faculty. It deals with educational marketing and student admissions; planning and control over the educational process; accumulation, storage and analysis of feedback information; student graduation functions.

Director: Veselina Shopova
edu@vfu.bg

ACADEMIC CALENDAR 2025/2026

Official opening ceremony of the academic year – 29.09.2025

Introductory day for first-year students 29.09 – 30.09.2025

REGULAR EDUCATION

Winter semester classes

1 st year	01.10.2025 - 19.12.2025
2 nd – 6 th year Faculty of Architecture	15.09.2025 – 19.12.2025
2 nd – 5 th year Faculty of Law	23.09.2025 – 19.12.2025
2 nd – 5 th year Faculty of SBCS	01.10.2025 – 19.12.2025
Winter exam session	06.01.2026 – 01.02.2026
Winter remedial session	02.02.2026 – 15.02.2026

Summer semester classes

For last-semester students

Summer exam session

For last-semester students

Summer remedial session

For last-semester students

16.02.2026 – 29.05.2026

16.02.2026 - 29.04.2026

30.05.2026 – 21.06.2026

25.04.2026 - 08.05.2026

22.06.2026 – 05.07.2026

09.05.2026 - 17.05.2026

CORRESPONDENT EDUCATION

Winter semester classes

1 st year	01.10.2025–24.10.2025
2 nd –5 th year Faculty of Architecture	15.09.2025–19.10.2025
2 nd –6 th year Faculty of Law	23.09.2025–24.10.2025
2 nd –5 th year Faculty of SBCS	01.10.2025–19.10.2025
Smolyan Branch	16.08.2025–07.09.2025
Winter exam session	25.10.2025–14.12.2025
Winter remedial session	06.01.2026–01.02.2026
Smolyan Branch	12.01.2026–15.02.2026

Summer semester classes

Faculty of Law	26.01.2026–01.03.2026
Faculty of Architecture and Faculty of SBCS	16.02.2026–13.03.2026
Smolyan Branch	14.03.2026–05.04.2026
Summer exam session	16.03.2026–29.05.2026
For last-semester students	16.03.2026–08.05.2026
Smolyan Branch	06.04.2026–29.05.2026
Summer remedial session	30.05.2026–21.06.2026
For last-semester students	09.05.2026–17.05.2026

DISTANCE LEARNING

Winter semester classes	01.10.2025–19.12.2025
Winter exam session	06.01.2026–01.02.2026
Winter remedial session	02.02.2026–15.02.2026
Summer semester classes	16.02.2026–29.05.2026
For last-semester students	23.02.2026–24.04.2026
Summer exam session	30.05.2026–21.06.2026
For last-semester students	25.04.2026–08.05.2026
Summer remedial session	22.06.2025–05.07.2026
For last-semester students	09.05.2026–17.05.2026
Winter academic vacation	20.12.2025–04.01.2026
Summer academic vacation	06.07.2026–14.08.2026
Annual Liquidation Session	16.08.2026–31.08.2026

Study practices and internships follow a separate schedule.

**SCHOOL HOLIDAYS
for academic year 2025/2026**

September 6 – **Unification Day**
September 22 – **Independence Day**
November 1 – **National Revival Leaders Day**
December 8, 9 – **Students' Day**
December 24, 25 and 26 – **Christmas**
January 1 – **New Year**
March 3 – **National holiday of Bulgaria**
April 10, 11, 12 and 13 – **Easter**
May 1 – **International Labour Day**
May 6 – **Bulgarian Armed Forces Day**
May 24 and 25 – **Day of Slavonic Alphabet, Bulgarian Education and Culture**

CLASS SCHEDULE AND EXAM DATES

The class schedule and exam dates are announced on the University website:



EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS)

Students' instruction is carried out in accordance with the European Credit Accumulation and Transfer System (ECTS). It ensures the mutual recognition of certain study periods in European universities and supports mobility of students and faculty.

The credits are a numerical expression of the class hours (lectures and seminars) and extracurricular workload (individual projects, exams and other forms of assessment, internships, trainings, etc.) that students take for the course of their studies. Students are awarded credits upon successful completion of all components of the respective class or module after passing an exam or other form of assessment.

The system provides for the accumulation of a minimum of 60 credits in one academic year or a minimum of 30 credits per semester. They are distributed by courses and modules, according to the curriculum of the specialty and educational degree. The Bachelor's degree requires a minimum of 240 credits and the Master's degree after secondary education – minimum 300 credits.

CURRICULUM

The curriculum of each specialty contains compulsory, elective and optional subjects.

The curricula for the academic programmes are published on the University's website: <https://ects.vfu.bg/>

The forms of assessment of the knowledge and skills acquired by the students are: exams, ongoing assessments, defense of course projects and other forms of assessment. Grading is based on a six-point system (with words and integers), along with letter designations according to the European system for the accumulation and transfer of credits, as follows: Excellent (6) – A; Very good (5) - B; Good (4) – C; Average (3) – D, E; Poor (2) – F, FX (no credits awarded).



EXAMINATION PROCEDURES

Exam sessions are: regular, remedial and liquidation.

Students who have not paid their semester fees by the due date will not be admitted to the examination session. Students who have not sat the regular or the remedial exam session, or received grade Poor – F/ FX, have to attend the liquidation session with an individual exam protocol, which is issued after paying an administrative fee and filling out an electronic form no later than seven days before the exam date.

Students who, after a liquidation session, have three failed exams, may enroll in an upper academic year conditionally by passing the exams by the end of the winter semester of the respective academic year. The conditional enrollment is granted by the dean of the faculty upon his/ her discretion. Conditional postponement of failed exams in the last year of study is not allowed.

ACADEMIC ADVISORS

The personal attitude towards the students is of primary importance at Varna Free University.

The academic advisor is an instructor who is responsible for the group of students in the respective year of their studies. His or her task is to maintain an effective and personal relationship with each of the students in the class for the successful progress of their studies.

See who your group's academic advisor is here:



STUDENT STATUS AND ADMINISTRATIVE PROCEDURES

Information on issues related to student status and students' rights and obligations can be found in **Ordinance # 1 for the Academic Activities at VFU "Chernorizets Hrabar"**.



APPLICATIONS AND REQUESTS

Applications and requests are submitted to Students Services or electronically through the student's electronic file in the Student status module on the website of VFU "Chernorizets Hrabar". Students can apply for/request:

- Deferred payment
- Semester fee reduction
- Interruption of studies
- Re-enrollment
- Transfer from one form of learning (regular/correspondent) to another or from one specialty to another

INDIVIDUAL EXAMINATION PROTOCOLS

- Transfer to another higher education institution
- Permanent session or for postponement of examination/examination session for valid reasons
- Issuance of an academic transcript
- Other applications/requests

These are issued for a liquidation session, equivalency exams or for other reasons, according to the Ordinance on Educational Activity of VFU "Chernorizets Hrabar", upon payment of an administrative fee and filling in an electronic form no later than seven days before the exam date.

You can submit a request via your Student status profile or on the University website ⇒ Students ⇒ Class schedule.

FRONT OFFICE, Student Services

Email: student@vfu.bg

Tel.: 052/359 625

Working hours

Monday-Friday

9.30 – 12.00, 13.00 – 15.00



INTERRUPTION

Student leave for a period of one academic year is permitted by the dean of the faculty:

- at the student's request – based on an application submitted to the Front office or electronically before the start of the academic year and upon payment of an administrative fee.
- administrative suspension of studies – in case of not passing more than three exams after a liquidation session or unpaid semester fee.

During the suspension period, students may sit the missed exams only with an individual protocol issued after paying an administrative fee and completing an electronic form no later than seven days before the exam date.

RE-ENROLLMENT

After the expiration of the suspension period, the student submits an application for restoration of his rights and enrolls in the next semester, provided he has passed all failed exams. The student can to restore his student rights up to three months after expiration of the suspension period. After this period, the student is considered to have quit his/ her studies and the restoration of student rights requires re-application and adjustment to the relevant curriculum of the new graduating class. Applications for restoration of student rights are submitted to the Front office or electronically before the start of the respective semester.

PERMANENT SESSION

The permanent session enables the student to sit for examinations on dates other than those scheduled his/her academic year and form of education with free individual exam protocols until the end of the school year. Permanent session is allowed to students with severe illnesses, people with disabilities, mothers with children up to 6 years old and for other valid reasons.

The student submits an application in the Front office or electronically, accompanied by documents justifying the need for permanent session. A permanent session is permitted provided that the semester fee for the current semester has been paid.

FAST-TRACKED EDUCATION

Students can shorten the duration of their studies by one year, provided they have successfully completed their first year with a grade point average no lower than Very good (5). Students taking up fast-tracked study pay semester fees for the full course of studies.

TRANSFER

The transfer of students from one specialty to another, from one form of study to another or to another higher education institution is allowed after successful completion of the first year and the payment of the required administrative fee or penalty. Applications are submitted to the Front office or electronically until the beginning of the school year. In case of transfer to another higher education institution, a penalty amount is paid at 100% of the semester fee.

GRADUATION

Training in each specialty to obtain the relevant educational qualification degree ends with a state exam or a thesis defense according to the current legislation and approved curricula for the specialty. Students are admitted to the state exam or thesis defense provided that they have successfully passed all semester exams and completed the other requirement of the academic programme.

HEALTH INSURANCE

Students in the regular form of education who are under the age of 26 and are not subject to health insurance on different legal grounds according to the Health Insurance Act, fill out a health insurance declaration with the enrollment documents.

If the declared circumstances change, students are required to fill out a new declaration, which they submit to office # 111 – Finance and Accounting Department.

SEMESTER FEES

The payment of the semester fees is made before the start of classes. In case of non-observance of the specified period, the student owes compensation for delay in the amount of the legal interest for each day overdue. A student who has not paid the semester fee is not admitted to the exam session and is subject to administrative suspension. If the fee for a distance learning programme is not paid within the specified deadline, the student's access to the distance learning platform is interrupted.

Fees are paid at the University's Cashier's Office (room 110) or by bank transfer to the following bank accounts of VFU "Chernorizets Hrabar" in

Central Cooperative Bank JSC

BIC: CECBBSF

IBAN: BG20CECB979010A3494100 – in leva (BGN);

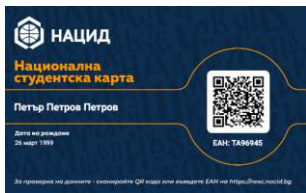
IBAN: BG34CECB979014A3494100 – in euros (for foreign students)

For students from Branch – Smolyan: IBAN: BG90CECB979010A3494101 – in BGN

DEFERRED PAYMENT

Students can pay their semester fees by installments after submitting an application in Students Services of the Front Office or online.

NATIONAL ELECTRONIC STUDENT CARD (NESC)



<https://nesc.nacid.bg>

The National Electronic Student Card (NESC, Bulgarian: HECK) verifies the enrolment status of students or doctoral candidates and entitles their holders to discounts and services at higher education institutions, student canteens, museums, theatres, public transport, and other venues.

The card is issued automatically based on information provided by the higher education institution or research organisation. Access is obtained by activating a profile in the National Electronic Student Card portal, for which NACID (National Center for Information and Documentation) sends an email. If the automatic message is not received, a new email can be requested through the portal.

Issuance and use are free of charge. The card is valid for the entire period of study and is reissued only in case of a change in personal data. It can be used as a paper document or directly via a mobile device. Individuals without “Active” status do not have access to the NESC.

Uniform Academic Number (UAN)

The Uniform Academic Number (UAN, Bulgarian: EAH) is the personal identification number of the student or doctoral candidate in the national register. It is used to verify the validity of the card and the current enrolment status: Active, Interrupted, Inactive, In the process of graduation, or Graduated. The data in the portal depend on the timely submission of information by the respective higher education institution or research organisation.

INTERNATIONAL STUDENT IDENTITY CARD (ISIC) AND EUROPEAN YOUTH CARD (EYC)

The International Student Identity Card (ISIC) and the European Youth Card (EYC) are document certifying the status of a student. These provide discounts for full-time students in Bulgaria and all over the world – transport, museums, entertainment, shopping, restaurants, travel, and accommodation.

- **ISIC** – for full-time students
- **EYC** – for correspondent students up to 30 years of age.

Both cards serve as campus access passes. They are valid for four years for university access and for one year for discounts, after which they must be renewed. The cards are personal and non-transferable. In case of loss or misuse, security must be notified and an application for a new card submitted.

For additional information:

Svetlana Georgieva

Student Admissions Centre:

Email: priem@vfu.bg

Tel.: +359 52 355 106,

www.youthcard.bg



ERASMUS+ MOBILITY

The Higher Education Mobility Action for students and staff is part of the Erasmus+ EU programme 2021-2027. It gives an opportunity for students and staff to engage in academic and cultural exchange around the world.

Student mobility for the purpose of education allows students and PhD students to take part of studies at a different higher education institution. Student mobility with the purpose of practical training provides internships at universities or companies abroad.

Varna Free University "Chernorizets Hrabar" carries out incoming and outgoing mobility for periods of 2 to 12 months with the financial support of the Erasmus+ Programme. The University cooperates with more than 85 partner institutions across Europe and guarantees academic recognition of results through the ECTS system.

Detailed information is available at
erasmus.vfu.bg.

For consultations:

Department of International Activities and Projects
Or Erasmus+ coordinators at the respective Department
Email: erasmus@vfu.bg
Tel.: +359 52 359 523



STUDENT LIFE DEAN OF STUDENT LIFE AND EVENT MANAGEMENT

The goal of the team is to sustain favorable conditions for the development of an active and socially responsible student community.

The vibrant student life at the university manifests itself in interest clubs, international forums, master classes by prominent Bulgarian and foreign scientists, concerts, career days, culture days and other events. The Student Council, its clubs and students receive support for organising and conducting various student events such as conferences, festivals, concerts, sports tournaments, creative workshops and exhibitions.



Student Affairs Secretary

Asst. Prof. Beatris Yordanova

Email: beatris.yordanova@vfu.bg

Students are provided with information and resources for career orientation and development, for events related to practical experience, for opportunities for internships and academic mobility under the Erasmus+ programme.

The dean supports students in solving various issues and assists with the adaptation of Bulgarian and foreign students to university life.



Dean

Prof. Galina Shamonina, PhD

Email: shamonina@vfu.bg



STUDENT COUNCIL

In 2025-2026, the Student Council of Varna Free University will celebrate the 30th anniversary of its establishment.

The Student Council is a body for the protection of the common interests of the students and a structural unit, registered under the Higher Education Act, which represents the student community of Varna Free University "Chernorizets Hrabar" and protects its interests, ensures the participation of students in cultural, sports, creative, club and international activities, as well as in various projects in cooperation with other organisations.

Student coordinators

If you are a responsible and enterprising person, like public activity, and seek avenues for self-expression, we are looking forward to your application as a student coordinator. As a class leader, you will represent your class and be the link between faculty and your fellow students. You will have the opportunity to contact the Student Council directly, to participate in various events at the local and national level, to meet other young and enterprising representatives of the public and acquire knowledge and skills that will be useful for your future realisation.



Chair:
Velizar Chandar



CLUBS UNDER THE STUDENT COUNCIL

ECLECTICA CLUB

The club aims to bring together creative students with an interest in art and design, who wish to develop and find like-minded people outside the curriculum and planned lectures and seminars.

MUSIC CLUB

The club aims to bring together students with an interest in music to share their talents and create music together. The club organises regular rehearsals, concerts and musical events that enrich university culture and provide opportunities for performance of young musicians.

PROFESSOR TAMARA HINOVA LAWYERS' CLUB

The Lawyers' Club is a community of motivated and ambitious students from the Faculty of Law at Varna Free University “Chernorizets Hrabar.” In April 2025, the Club became the initiator and main organiser of the National Student Competition in Criminal Law Sciences, which brought together 12 teams from six universities across the country.

The Club's mission is to encourage students and enhance the quality of their preparation for upcoming exams, contests, and competitions. If you would like support with your studies, solving legal cases and tests, meeting practicing lawyers, attending court hearings, and discovering your professional path, join the Lawyers' Club!

LEGAL CLINIC

Thanks to the Legal Clinic, students acquire the knowledge, skills, and professional qualities of practicing lawyers, which complement and enrich their lecture- and seminar-based instruction at the university and support their independent study. The aim is to facilitate students' adaptation to real working environments and to enhance their competitiveness on the labour market.

The training in the Legal Clinic prioritises practical skills, direct meetings with clients, and academic discussions on pre-set topics and/or current legal issues, including legislative changes and judicial practice.

Director: Assoc. Prof. Maria P. Petrova, PhD
Tel.: +359 52 359 627, Email: mariya.p.petrova@vfu.bg

CIVIL AND COMMERCIAL LAW STUDY GROUP

The Civil and Commercial Law Study Group provides students of law with opportunities to develop their practical knowledge and skills in the field of civil law.

Participants are trained under the supervision of sitting judges and take part in national case-solving competitions in civil and commercial law, organised both by the Faculty of Law of Varna Free University “Chernorizets Hrabar” and by other law faculties in the country.

Supervisors: Sr. Assist. Prof. Neiko Dimitrov, PhD

Email: neiko.dimitrov@vfu.bg

Adjunct Lecturer Diana Miteva

Email: diana.dimitrova@vfu.bg

FORENSICS CLUB

The Forensics Club was founded at the initiative of students of Varna Free University “Chernorizets Hrabar.” The Club also operates a Corps of Witnesses, which provides the regional directorates of the Ministry of Interior with a list of volunteers willing to participate in procedural-investigative actions — inspections, searches, seizures, line-ups, and investigative experiments. The members of the Forensics Club are well-trained, responsible young people with solid knowledge of forensic science and a strong interest in pre-trial investigation.

CAREER CENTRE

The career centre provides information, mediation and consulting services. Students and employers get free access to all services offered:

- professional and career guidance;
- consulting when looking for an internship or job and about choosing qualification courses, master's programmes, etc.
- making contacts with employers and providing information about vacant internship and work positions, as well as about projects, competitions and scholarships in the country and abroad;
- preparation of documents for applying for an internship or job – CV, cover letter, etc., as well as preparation for an interview with an employer;
- organisation of info sessions days of leading companies at the University;
- annual participation of students in the National Career Days in Varna and in Career Days at VFU "Chernorizets Hrabar", as well as in other events related to the career guidance and development of students.

On the website of the Career Centre karieri.vfu.bg, employers' advertisements for internships or employment are published.

STUDENT INTERNSHIPS – FROM HIGHER EDUCATION TO EMPLOYMENT

In 2025, Varna Free University continues the implementation of the project Student Internships– From Higher Education to Employment, funded by the Education Programme 2021–2027 and co-financed by the European Union. The project gives 1,640 VFU students the opportunity to gain valuable practical experience in a real working environment as part of their academic degree programmes. Its aim is to facilitate the transition from university to the labour market, to foster cooperation between higher education institutions and employers, and to create sustainable mechanisms for professional development.



CENTRE FOR VOCATIONAL TRAINING



The Centre for Vocational Training is licensed by the National Agency for Vocational Education and Training and carries out the following activities:

- training in qualification courses leading to a degree of professional qualification in 41 specialties from 27 professions;
- training in qualification courses in parts of the profession, as well as training for updating and expanding professional qualifications;
- validation of knowledge, skills, and competences acquired through non-formal education and self-directed learning;
- professional and career guidance;
- issuing a Europass supplement to the document obtained for vocational training.

The Centre offers:

- a modern platform for distance learning;
- training delivered by highly qualified university lecturers and practitioners;
- professional knowledge, skills, and expertise.

Director: Stefka Stefanova
Email: cpo@vfu.bg

LIFELONG LEARNING

Master's programmes

After completing higher education in the chosen specialty, any student with a higher diploma education with grade point average no lower than Good (4), can continue and upgrade his studies in the Master's programmes of Varna Free University. VFU "Chernorizets Hrabar" offers over 40 Master's programmes in seven professional fields. The programmes are available in regular, correspondent and distance learning modes.



Postgraduate qualification

The University offers courses for acquiring additional professional qualification "Teacher of ...": informatics and information technologies; economics; fine arts; vocational training. The certificate for additional professional qualification "Teacher of ..." applies to persons with higher education diploma according to the Ordinance on the State Requirements for Acquiring Teacher's Professional Qualification.



In addition, courses for professional and personal development are held.

The programmes in the professional areas of Administration and management, Economics, Informatics, Computer science and Psychology allow students to choose between broad-ranging training with the acquisition of a second specialty or the concentration on specialized training, without an increase in the programme duration and tuition fees.

Doctoral programmes

The Doctoral programmes of the Varna Free University are a tool for realising one of the main strategic priorities of the academic leadership. The acquisition of skills for using modern methods and techniques of scientific research is among the advantages of studying in a doctoral programme.

The Centre for Doctoral Training at VFU "Chernorizets Hrabar" can boast of dozens of young researchers from Israel, Poland, Kazakhstan, Lebanon, Ukraine, Turkey, the Russian Federation studying in over 20 doctoral programmes.



UNIVERSITY LIBRARY

The University Library provides library and information services to students and faculty in their educational and research work. In addition to the rich library collection of over 119,000 items – specialized literature, periodicals and electronic media – the library offers free access to international full-text databases and the APIS legal information system.

Through the University website, every student can use the Library's online catalog and make a request for literature items or check on the status of his/her the borrowed books.

The library specialists advise students, thesis writers and doctoral students on the use of traditional and electronic resources for searching literature, on how to make bibliographic references, check for citations and prepare bibliographies.

Director:

Daniela Cherneva

Email: lib@vfu.bg

Working hours:

Monday to Friday

8.00 am – 4.30 pm

Days off: Saturday and Sunday



STUDENT SPORTS TEAMS

The representative teams of Varna Free University, as well as individual athletes, actively participate in national and university sports competitions in football, basketball, kickboxing, swimming, firefighter challenge sport, etc.

More than 100 students participate in the representative teams of VFU "Chernorizets Hrabar", and over the years there have been many national and club competitors among them.



For information and registration: Aneliya Sinabova, Email: aneliya.sinabova@vfu.bg



UNIVERSITY MEDICO-PSYCHOLOGICAL COMPLEX

The medical-diagnostic unit, located in Building A of the university, offers urgent examinations and consultations.

The Medico-Psychological Complex of Varna Free University “Chernorizets Hrabar” also includes a Psychology Laboratory with facilities for psycho-physiological research, psychodiagnostics, psychological counselling, and psychotherapy.

The Psychology Laboratory is equipped with modern facilities for EEG testing as well as for psychological assessment and diagnostics.

The Psychology Laboratory is equipped with modern facilities for EEG testing as well as for psychological assessment and diagnostics.

Director:

Assoc. Prof. Krasimir Ivanov, PhD
Tel.: +359 52 359 540; +359 887 269 402

Assoc. Prof. Miglena Krasteva, PhD
Tel.: +359 52 359 540





ACADEMIC DANCE THEATRE “CHERNORIZETS HRABAR”

The Academic Dance Theatre “Chernorizets Hrabar” is an educational and creative unit whose main mission is to stimulate the artistic activity of students. Its ensemble is composed entirely of students from the Choreography programme at Varna Free University. For more than 25 years, the Academic Dance Theatre has produced hundreds of successful choreographers, artistic directors of ensembles, and outstanding performers.

It is a recipient of prestigious awards from creative forums in the field of dance art.



Artistic Director:

Assoc. Prof. Ivaylo Ivanov, PhD

Email: att@vfu.bg | Tel.: +359 52 359 581



STUDENT CANTEEN

The canteen at VFU "Chernorizets Hrabar" offers fresh and warm food. It is prepared in a completely renovated kitchen to the highest standards for hygiene and quality. The lunch menu includes fresh salad, hot or cold soup, main course and dessert.

Working hours: Monday – Friday from 11:00 am – 4:00 pm

STUDENT DORMITORY

The dormitory of Varna Free University has rooms with two or three beds. Each room has a private bathroom. The price includes electricity, water and heating. Students are also accommodated in the International House of Journalists – 500 m from the University.

The reception is open 24/7.

Tel.: +359 52 359 550; +359 52 355 453

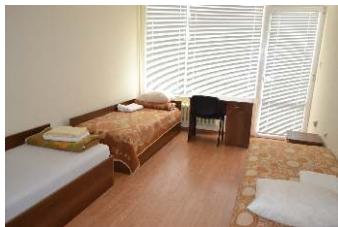
LAUNDRY

The students and faculty who are accommodated in the dormitory can use washing machines at Zarya Hotel.

FITNESS

The University has a gym, which is located in the Educational and Sports Complex. Changing rooms/ showers are available.

The university has a **car park**.



IMPORTANT CONTACTS AT VFU “CHERNORIZETS HRABAR”

FACULTY OF ARCHITECTURE

Dean Assoc.	Prof. Eng. Rositsa Petkova-Slipets, PhD	+359 52 359 596	rositsa.petkova@vfu.bg
Deputy Dean	Assoc. Prof. Plamen Petrov, D.Arch.	+359 52 359 587	plamen.petrov@vfu.bg
Administrative Secretary	Desislava Deribeeva	+359 52 359 591	as@vfu.bg

Department of Architecture and Urbanism

Head	Prof. Atanas Kovachev, D.Arch. (Corresponding Member of BAS)	+359 52 359 587	atanas.kovachev@vfu.bg
Secretary	Ahavni Trendafilova	+359 52 359 579	arch@vfu.bg

Department of Construction of Buildings and Facilities

Head Assoc.	Prof. Eng. Daria Mihaleva, PhD	+359 52 359 621	dariya.mihaleva@vfu.bg
Secretary	Radostina Stefanova	+ 359 52 359 589	sss@vfu.bg

Department of Arts

Head Assoc.	Prof. Eng. Kapka Manasieva, PhD	+359 52 359 642	kapka.manasieva@vfu.bg
Secretary	Desislava Radeva	+359 52 359 642	mti@vfu.bg

FACULTY OF SOCIAL, ECONOMIC AND COMPUTER SCIENCES

Dean	Prof. Anton Grozdanov, PhD	+359 52 359 526	anton.grozdanov@vfu.bg
Deputy Dean	Assoc. Prof. Iva Moneva, PhD	+359 52 359 567	Iva.moneva@vfu.bg
Administrative Secretary	Eng. Pavleta Krasteva	+359 52 359 564	pavleta.krasteva@vfu.bg

Department of Administration and Management

Head	Asst. Prof. Miglena Pencheva, PhD	+359 52 359 566	miglena.pencheva@vfu.bg
Secretary	Radostina Dimitrova	+359 52 359 568	radostina.dimitrova@vfu.bg

Department of Computer Science

Head	Antonina Ivanova, PhD	+359 52 359 574	antonina.ivanova@vfu.bg
Secretary	Galina Peneva	+359 52 359 572	galina.peneva@vfu.bg

Department of Economics

Head Prof.	Emil Panushev, PhD	+ 359 52 359 632	emil.panusheff@vfu.bg
Secretary	Sevdalina Spasova	+359 52 359 577	sevdalina.spasova@vfu.bg

Department of Psychology

Head Prof.	Krasimir Ivanov, MD, PhD	+359 52 359 540	krasimir.ivanov@vfu.bg
Secretary	Svetozara Marinova	+359 52 359 569	svetozara.marinova@vfu.bg

FACULTY OF LAW

Dean	Assoc. Prof. Elisaveta Kalinova, PhD	+359 52 359 557	elisaveta@vfu.bg
Deputy Dean	Prof. Olga Borisova, PhD	+ 359 52 359 556	olga.borisova@vfu.bg
Administrative Secretary	Milena Ivanova	+359 52 359 555	milena.ivanova@vfu.bg

Department of Civil Law

Head	Assoc. Prof. Maria P. Petrova, PhD	+359 52 359 605	mariya.p.petrova@vfu.bg
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Department of Criminal Law

Head	Prof. Galina Kovacheva, PhD	+359 52 359 605	galya.kovacheva@vfu.bg
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Department of Public Law

Head	Assoc. Prof. Emiliya Siderova, PhD	+359 52 359 605	virjiniya.halvadjyan@vfu.bg
Secretary	Virginia Halvadjyan	+359 52 359 562	

Department of Public Order and Safety

Head	Assoc. Prof. Aneliya Nenova, PhD	+359 52 359 563	stefko.burdzhiev@vfu.bg
Secretary		+359 52 359 561	siguretsto@vfu.bg

DEPARTMENT OF FOREIGN LANGUAGES AND POSTGRADUATE QUALIFICATION

Director	Boryana Kostova-Stamboliyska, PhD	+359 52 359 594	boryana.kostova@vfu.bg
Secretary	Svetla Yordanova +359 52 359 593 fltdept@vfu.bg		

BRANCH - SMOLYAN

Director	Assoc. Prof. Anelia Parzhanova, PhD	+359 301 67762	neli.parzhanova@vfu.bg
Scientific Secretary	Prof. Venelin Kafedzhiev, PhD	+359 301 67763	venelin.kafedzhiev@vfu.bg
Administrative Secretary	Antoineta Staneva	+359 301 67 761	antoaneta.staneva@vfu.bg

DEAN OF STUDENT LIFE AND EVENT MANAGEMENT

Prof. Galina Shamonina, PhD	+359 52 359 503	shamonina@vfu.bg
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Student Affairs Secretary

Assist. Prof. Beatris Yordanova	+359 52 359 614	beatris.yordanova@vfu.bg
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STUDENT COUNCIL

Chair	Velizar Chander	+359 52 359 622, +359 876 78 44 10	sc@vfu.bg
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CHIEF ADMINISTRATIVE SECRETARY

Nikolinka Daskalova	nikolinka.daskalova@vfu.bg
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FRONT OFFICE

Director	Veselina Shopova	+359 52 359 611	edu@vfu.bg
	Students Services		
	Bachelor's and Master's programmes after secondary education		
	Pavlina Zheleva	+359 52 359 625	student@vfu.bg
	Master's programmes after higher education		
	Nevena Atanasova	+359 52 359 525	nevena.atanasova@vfu.bg
	Planning, Control and Reporting Division		
	Miglena Pavlova	+359 52 359 624	prepodavateli@vfu.bg
	Rumyana Lambova	+359 52 359 613, +359 52 359 520	planerane@vfu.bg
	Graduation and Certification Division		
	Desislava Kirova	+359 52 359 639	diplomirane@vfu.bg
	CENTRE FOR DIGITAL TECHNOLOGIES		
Director	Konstantin Kosev	+359 52 359 537	kkossev@vfu.bg
	CENTRE FOR DISTANCE LEARNING		
Head	Assoc. Prof. Maria Velikova, PhD		mariya.velikova@vfu.bg
Inspector	Tihomir Kolev	+359 52 359 631	do@vfu.bg
Technical assistant	Eng. Rositsa Peeva	+359 52 359 583	rosica.peeva@vfu.bg
	CAREER CENTRE		
		+359 52 359 515	karieri@vfu.bg

CENTRE FOR VOCATIONAL TRAINING

Director	Stefka Stefanova	+359 52 359 515	cpo@vfu.bg
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CENTRE FOR DOCTORAL TRAINING

Director	Prof. Yonko Kunchev, LL.D.	+359 52 359 616 +359 52 359 516	yonko.kunchev@vfu.bg phd@vfu.bg
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UNIVERSITY LIBRARY

Director	Daniela Cherneva	+359 52 359 606, +359 52 359 527	lib@vfu.bg
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PUBLIC RELATIONS EXPERT

	Miloslava Georgieva	+359 52 359 643	m.georgieva@vfu.bg
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PUBLISHING CENTRE

Director	Nikolay Ivanov	+359 52 359 518	verlag@vfu.bg
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MEDIA CENTRE

Director	Petar Pavlov	+359 52 359 533	media@vfu.bg
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INTERNATIONAL ACTIVITIES AND PROJECTS

Projects Unit	Kremena Hubcheva	+359 52 359 523	vfu-projects@vfu.bg
Erasmus Mobility Unit	Miglena Dimitrova	+359 52 359 523	erasmus@vfu.bg
International Activities Unit	Valentin Markov	+359 52 359 523	international@vfu.bg

HUMAN RESOURCES

Head	Borislava Hristova	+359 52 359 510 +359 52 359 511	borislava.hristova@vfu.bg personal@vfu.bg
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FINANCE AND ACCOUNTING

Chief accountant	Rumyana Zhekova	+359 52 359 505	fso@vfu.bg
Accountants		+359 52 359 532,	+359 52 359 529
Cashier		+359 52 359 528	

UNIVERSITY MEDICO-PSYCHOLOGICAL COMPLEX

Prof. Dr. Krasimir Ivanov	+359 52 359 540; +359 887 269 402	krasimir.ivanov@vfu.bg
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BOOKSHOP

Radka Stoeva	+359 52 359 601	publish@vfu.bg
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Working hours: 8.00 am to 12.00 pm and 1.00 pm to 4.00 pm

UNIVERSITY ARCHIVES

Director Galina Hubanova	+359 52 359 630, +359 52 359 519	archive@vfu.bg galina.hubanova.@vfu.bg
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FACILITIES MANAGEMENT

Director Mariika Kostadinova	+359 52 359 535	m_kostadinova@vfu.bg
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DORMITORY RECEPTION	+359 52 359 550, +359 52 359 560
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IMPORTANT PHONE NUMBERS

EU emergency number: 112
Roadside assistance: +359 52 302 617
Police duty officer: +359 52 615 166; 166
Fifth Police Department, "Golden Sands": +359 52 353 311
Bus transport companies:
Biomet: +359 52 740 404
Etap – Address: +359 52 504 808

Varna Airport – Information: +359 52 573 323; 573 414
Railway station – Information.: +359 52 630 444
Festival and Congress Centre, ticket office: +359 52 685 214
Palace of Culture and Sports, ticket office: +359 52 647 781
Stoyan Bachvarov Dramatic Theatre, ticket office: +359 52 669 652
City Art Gallery: +359 52 612 363
Archaeological Museum: +359 52 681 011

USEFUL INTERNET LINKS

www.minedu.government.bg – Ministry of Education and Science
www.government.bg – Government of the Republic of Bulgaria
www.varna.bg – Municipality of Varna
www.smolyan.bg – Municipality of Smolyan
www.neaa.government.bg – National Evaluation and Accreditation Agency
www.noi.bg – National Social Security Institute

www.vfu.bg



VarnaFreeUniversity