



**CULTURAL ADAPTATION**

**GUIDE FOR FOREIGN STUDENTS**

**ACADEMIC YEAR 2020/2021**



**UNIVERSITY OF ECONOMICS - VARNA**

**Practical information  
for Bachelor and Master  
degree foreign students**

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## Welcome to the University of Economics – Varna

Dear students,

This guide has been prepared by International Relations Office of the University of Economics – Varna (UE-Varna) to help you manage the process of planning and moving to Varna to start your studies and to assist you in your cultural adaptation at UE – Varna.

This information will be useful for the applicants interested in Bachelor's and Master's degree programmes at UE-Varna, and for the first year students at UE – Varna. You will find information on how to make your visa application, make arrangements to travel to Bulgaria, and what to expect once you arrive here.

The University of Economics – Varna is a part of a global network of learning. Since its founding in 1920 the university has enjoyed constant growth, development and internationalisation. Today there are over 10 000 Bulgarian and foreign students at the university. Their training is provided by 250 staff – doctoral degree holders, professors, associate professors and assistant professors.

The university is a reliable partner and is often sought for cooperation in the realization of international projects in the framework of the EU programme Erasmus+ and others. The participation of UE-Varna in the Erasmus+ programme gives students the invaluable opportunity to study one or two semesters at other university from our global network.

International Relations Office assists foreign students at UE-Varna and incoming and outgoing mobility students.

As a student with us, you can enjoy an outstanding campus experience, life in a vibrant seaside city and numerous opportunities for realization.

## General Information about the University of Economics – Varna

The University of Economics – Varna, founded in 1920, is one of the oldest higher education institutions in the field of economics on the Balkan Peninsula. During its 100-year-long history, UE-Varna has trained more than 123 000 professional economists currently working in Bulgaria and abroad. Today, there are more than 10 000 domestic and foreign degree-seeking students at UE-Varna. UE-Varna participates in various European programmes and projects providing numerous opportunities to its students, faculty members and administrative staff.

UE-Varna has established an innovative and dynamic high-tech environment for young people headed for careers in business, economics, management, and computer science worldwide. The University resources and facilities provide its academic community with a pleasant and inspiring learning experience, which fosters the students' numerous talents as well.

The University of Economics – Varna strives to maintain and further develop its scholastic and research potential as a leading educational institution as well as to integrate into the European education area in order to strengthen its competitiveness and appeal to academic members internationally. We promote the competence, interaction and internationalization of individuals, businesses and cultural life.

UE-Varna operates in a responsible manner in generating its students' key knowledge areas, skills and competencies and promoting sustainable development. We constantly evaluate, improve and develop the operations of our university of economic sciences. Our learning environment supports goal-oriented learning and development of theoretical and practical expertise. We provide high quality education to our undergraduate, graduate and doctorate students, which supports the lifelong learning process and concept.

In order to fulfil its mission, UE-Varna constantly works toward:

- providing full-time, part-time and distance learning academic programmes in accordance with the highest European educational standards;
- developing its students' theoretical and practical knowledge, skills and expertise as well as their professional attitude and vast economic culture, necessary in a competitive and dynamic socio-economic environment;

- conducting socially significant research in high priority scientific areas relevant to the development of social cohesion and competence-based competitiveness;
- providing the best resources and opportunities for professional development and growth to its academic and administrative staff;
- establishing useful, mutually beneficial and sustainable collaborations with the partner universities in the educational area, business, public administration and all relevant domestic and international institutions that show interest.



## Structure and organization

The structure of the University of Economics – Varna consists of academic and administration units. The main academic units are the faculties, colleges and departments.

Academic governing bodies of UE-Varna are the General Assembly, the Academic Council and the Rector.

Governing bodies of the faculties: The General Assembly, the Faculty Council and the Dean.

The undergraduate (BA) educational and qualification degrees at UE-Varna are granted by four faculties: Faculty of Finance and Accounting, Faculty of Economics, Faculty of Management and Faculty of Computer Sciences. The faculties contain departments which provide education and training in the related majors. The governing bodies of each department are the Department Council and the Head of the Department.

The College of Tourism is an academic unit at UE-Varna. The College trains operational and middle management staff in three majors: Management of Tourism, Leisure Management and Hotels and Restaurant Management. Bachelor degree graduates may continue their studies towards a Master's Degree in Tourism.

Centres:

- Center for Master Education
- Digital and Distance Learning Center
- Center for Quality of Education

Administration units at the University of Economics – Varna:

- Students Affair Department – Educational Activities Division and Students Division
- Legal Services and Public Procurement Department
- Scientific and Research Department
- Social and Sports Activities Department
- Information Technologies and Maintenance Department
- Investment Policy and Control Department

- Educational Quality Assessment Department
- Public Relations Department
- Marketing Department
- Project Management Division
- Alumni and Careers Division and Career Center
- Student Scholarships and Accommodation Unit
- University Library,
- *Science and Economics* University Publishing House,
- Printing House,
- University Sports Complex,
- University Cultural Center

The administration units at UE-Varna assist the governing bodies as well as the academic units.



Faculties and Departments:

<b>FACULTY OF FINANCE AND ACCOUNTING</b>	
<b>Departments</b>	<b>Bachelor Programmes</b>
Accounting Finance General Economic Theory Legal Studies	Accounting and Auditing Finance Accounting and Finance Insurance and Social Security
<b>FACULTY OF ECONOMICS</b>	
<b>Departments</b>	<b>Bachelor Programmes</b>
Economics and Management of Construction Industrial Business Commodities Science Economics of Agriculture Economics and Management of Commerce	Business Economics Economics and Commerce Entrepreneurship and Investment Management Real Estate and Investments Industrial Business and Entrepreneurship Logistics Agribusiness Environmental Business and National Security Commodities Science and Custom Activities
<b>FACULTY OF COMPUTER SCIENCE</b>	
<b>Departments</b>	<b>Bachelor Programmes</b>
Informatics Statistics and Applied Mathematics Physical Education and Sport	Business Informational Systems Informatics and Computer Sciences Mobile and Web Technologies
<b>FACULTY OF MANAGEMENT</b>	
<b>Departments</b>	<b>Bachelor Programmes</b>
Management and Administration Marketing Economics and Organization of Tourism International Economics Relations Social Sciences and Humanities	International Business in English International Tourism in Russian Marketing International Economic Relations Management Digital Media and PR Judicial Administration Public Administration Tourism

Contact Persons		
Professional Bachelor students	Bachelor students	Master students
Rositsa Dimitrova Office 218 Phone: +359 52 620 722 E-mail: college_varna@ue-varna.bg	Ana Yanakieva Office 215 Mobile: +359 885626055 E-mail: ana_yanakieva@ue-varna.bg	Zhenya Peichinska Office 114 Mobile: +359 885 637 600 E-mail: cmo@ue-varna.bg



## Before arrival

### Visa

Currently Bulgaria issues national visas only. Those visas do not give their holders the right to enter the Schengen area. Students from non-EU countries may need a visa to enter the territory of Bulgaria. A list of the countries whose citizens need a visa for Bulgaria is available on the website of the Ministry of Foreign Affairs<sup>1</sup>.

The types of visas issued to foreigners are as follows:

- Visa A for airport transit - NOT applicable for studies;
- Visa C for a short stay for the purpose of transit or a planned stay - NOT applicable for studies;
- Visa D for a long stay - applicable for studies.

### LONG-STAY VISA D

A long-stay visa of up to 6 months and a right to stay of up to 180 days is issued to foreigners who wish to settle for a long term or permanently in the Republic of Bulgaria (under article 15, paragraph 1 of the Foreigners in the Republic of Bulgaria Act).

A long-stay visa with a validity term of up to one year and a right to stay up to 360 days may be issued to foreigners who perform science research or are students under tuition programmes for up to one year, post-graduate or trainee students, foreigners sent on assignment by a foreign employer for the performance of specific tasks, related to control and coordination of a tourist services contract as well as foreigners sent on assignment by a foreign employer for implementing investments under the Investment Promotion Act (under article 15, paragraph 2 of the Foreigners in the Republic of Bulgaria Act).

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<sup>1</sup> [http://www.mfa.bg/uploads/files/Consular/EN\\_ordinary%20passports.pdf](http://www.mfa.bg/uploads/files/Consular/EN_ordinary%20passports.pdf)

The long-stay visa entitles the holder to multiple entries in the territory of the Republic of Bulgaria within its validity term. The long-stay is cancelled on issuing a permit for stay by the authorities for administrative control of foreigners.

The application for issuing a long-stay visa is submitted only in the diplomatic and consular missions at the permanent place of residence of the applicant or the missions accredited in the state of the applicant's permanent residence. Information on the diplomatic and consular missions for all countries is available on the website of the Ministry of Foreign Affairs <sup>2</sup>.

Persons staying legally in a third country, different from the country of their permanent residence, may, as an exception, apply in this third country after explaining the reasons thereof and if their return to the state of permanent residence is guaranteed.

No exception shall be made from the requirement for a personal interview when applying for a long-stay visa.

When applying for the issue of a long-stay visa the applicant shall present the following documents:

- Visa application form
- A regular foreign travel document
- Copies of the pages of the foreign travel document with the personal information and the visas laid and/or copies of the permits for stay possessed
- Recent passport-size colour photograph
- Original documents and two copies thereof substantiating the application:
  - Certificate issued by the Ministry of Education and Science of the Republic of Bulgaria
  - Verification from the University of Economics - Varna
  - Proof of the financial resources possessed for subsistence and accommodation.

In order to obtain long-stay permission the person should have a home, obligatory health insurance, sufficient subsistence means, without resorting to the social assistance system,

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<sup>2</sup> <http://www.mfa.bg/15/findanembassy>

amounting to at least the minimum monthly wage or the minimum pension according to Bulgarian law for the period of stay.

On the initial application for permission for stay the persons who are over the age of 18, with the exception of the stateless persons, shall present a previous convictions certificate issued by the state whose citizens are or by the state of their customary residence.

For more information about Visa issues and Residence permit see the information on the website of the Ministry of Foreign Affairs<sup>3</sup>.

Non-EU citizens are required to register at Varna Migration Office within two days after their arrival to Bulgaria.

### Health insurance coverage

Students who are citizens of European Union states are required to apply for a European Health Insurance Card (EHIC). A valid EHIC gives them the right to access state-provided healthcare during a temporary stay in another European Economic Area (EEA) country or Switzerland.

Students from non-EU states must obtain health insurance for the purposes of student visa application and subsequent arrival in Bulgaria. Health insurance must be purchased for the minimum coverage amount of 30 000 EUR or 60 000 BGN and must be valid for the territory of Bulgaria (or the European Union) for on initial duration of 6 months. Each student must hold health insurance valid for the period of their student visa. The insurance can also be obtained after arrival in Bulgaria. In case the student's study course continues beyond their visa expiration, they must apply for a Residence Permit Card (RPC) at the local Migration office. Health insurance must be renewed before its expiration and the new/extended health insurance can be purchased in Bulgaria for the purpose of obtaining a RPC. Each student must have valid health insurance at all times during the course of his/her education.

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<sup>3</sup> <http://www.mfa.bg/en/pages/109/index.html>

## Accommodation

For those who prefer **to rent a flat** in Varna, we recommend to contact the following Real State Agencies which can provide you with private/shared rooms in apartments located near the University:

- Ms. Bistra Aleksandrova, phone +359 888 802 060, [baleksandrova@address.bg](mailto:baleksandrova@address.bg)
- Ms. Greta Simeonova, phone: +359 894 335 027, [getconsult2011@gmail.com](mailto:getconsult2011@gmail.com)

The cost of renting a fully equipped private/shared room near the city centre of Varna is between 200 BGN and 300 BGN (100 - 150 EUR) per person/month.

You can find suitable options on [Airbnb](#), which is an online marketplace and hospitality service, enabling people to lease or rent short-term lodging including apartment rentals, homestays, hostel beds, or hotel rooms.

**Hostels** are a good temporary housing option while looking for long term accommodation. You can check available options on [Booking.com](#).

One of the hostels located in the city centre is [Yo-Ho Hostel](#). It takes 7 min to walk from Yo-Ho Hostel to the University of Economics – Varna. The bedrooms are equipped with beds (bedding included), wardrobes and heaters. There is a common room with multimedia and a library, a music studio with a small bar and a football table in the basement, a small restaurant with affordable meals, a garden and an attic for movie nights. The hostel has fully equipped self-catering kitchen with a cooker, microwave oven, refrigerator, pots, pans and 5 shared bathrooms. The hostel offers laundry service.

The booking can be done directly at: [hostel@yohohostel.com](mailto:hostel@yohohostel.com).

## How to get to Varna

There are several options to get to the city:

### BY PLANE

Varna Airport is located 8 km west of the city centre. There is an easy bus and taxi connection to the city centre and resorts. There is as well a free shuttle bus between Varna Airport, Varna city centre and Burgas Airport.

You can find cheap flights through number of search sites, e.g. <http://www.aviasales.com/>, <http://www.momondo.co.uk/>, <https://www.skyscanner.net/>, etc. or on the official websites of the airline companies.

### BY TRAIN

The central train station is located within walking distance from the city centre; there is a bus and taxi connection to the airport, bus stations, and resorts. Daily services are available from Sofia, Plovdiv, and Rousse.

There is one direct international train always available. Night train departs from Kiev daily, journey time is just under 35 hours. On its way to Varna, this train also stops in Lviv (25 h) and Bucharest (8 h). During the summer seasons several more destinations are added. Which cities have a direct connection varies from year to year but Moscow, Saint Petersburg and Minsk from the east and Prague and Warsaw amongst others are expected to be on the list.

### BY CAR

Varna can be reached by Hemus motorway (A2) from Sofia, E70 from Ruse (and Bucharest), E87 from Constanta, Romania, and Chernomorec motorway (A3)/E87 from Istanbul, Turkey.

## BY BUS

There are two bus stations in Varna, one serving the local area and one for longer connections to Sofia, Veliko Tarnovo, Burgas, Plovdiv, Istanbul, Greece, Romania, Central and Western Europe.

## On arrival formalities

### Payment of tuition fee

Before the start of the first semester you must pay your admission fee and the tuition fee for the semester.

You can pay in cash on the first floor in the university building. Note that the payment must be in BGN.

Another option is to pay the tuition fee for the first semester of your studies by sending the payment amount to the following bank account.

Note that you need to indicate your name, student's number and programme.

BANK ACCOUNT IN EUR	BANK ACCOUNT IN BGN
Bank DSK Ltd. IBAN: BG95STSA93003429276240 BIC: STSABGSF Account holder: University of Economics – Varna	Bank DSK Ltd. IBAN: BG73STSA93003129276200 BIC: STSABGSF Account holder: University of Economics – Varna

## Registration at Varna Migration Office

Within 5 days after arrival students must register at Varna Migration Office of the National Migration Directorate. This is an initial registration, for which the following documents are

requested: a certificate from UE-Varna and a copy of a tenancy agreement. Within six months after this initial registration foreign students must apply for Residence Permit Cards (RPC). For more information, check the section *Student residence permit*.

*Please, contact the International Relations Office for assistance with the registration procedure and the required documentation.*

### Student residence permit

All students from non-EU countries studying at the University of Economics – Varna must apply for Residence Permit Cards (RPC) at Varna Migration Office of the National Migration Directorate before their Visa type D expires. Upon registration and approval, the students will obtain an official permission to stay and study in the country for a period of 6 or 12 months. The RPC must be renewed before its expiration date every time until the study course of the non-EU citizen ends. Failure to renew the RPC on time may result in financial sanctions or deportation.

Each student must hold a valid RPC at all times during his/her studies at UE-Varna. This permission is granted upon submission of a verification issued by UE-Varna to certify that the applicant is registered as a student at the university.

Required documents for residence permit:

- Valid international passport
- Housing agreement or other evidence that the applicant has been provided with a place to live during his/her stay
- Receipt (bank or any other receipt) for paid tuition fees for the current semester
- Certificate for Criminal Record translated in Bulgarian and legalized – submitted only once, the first time the student applies for RPC
- Bulgarian health insurance for the minimum coverage of 30 000 Euro or 60 000 BGN for the period of the validity of the RPC (6 or 12 months)
- Letter of Student Status from UE-Varna confirming that the applicant is a registered student
- Bank statement for the minimum of 1500 BGN

- Certificate issued by the Ministry of Education and Science of the Republic of Bulgaria
- Application form
- Receipt for paid RPC fee - fees vary according to the validity period (6 or 12 months) and the type of service (standard, fast or express).

Note that every student is responsible for his/her residence permit card and all other personal documents.

*Please, contact the International Relations Office for assistance with the registration procedure and the required documentation.*

### **Residence Certificates for citizens of EU member states**

The grounds for issuance of long-term residence certificates are:

- The European citizen is employed or self-employed in the Republic of Bulgaria
- The European citizen has a medical insurance and sufficient financial resources to cover the expenses for his/her residence and that of the family members without being a burden to the Bulgarian social security system, and
- The European citizen has enrolled in a school/college/university in Bulgaria for study, including professional training, and has medical insurance and sufficient financial resources to cover his/her expenses and that of the family members without being a burden to the Bulgarian social security system.

In order to apply for a long-term residence certificate, the European citizen should submit an application to the Varna Migration Office of the National Migration Directorate within three months after his/her first entry in the Republic of Bulgaria.

In case some of the necessary documents are missing or not valid, the European citizen shall be granted a seven-day term to correct them. If the person fails to correct the omissions within this term the competent authority shall deny the issuance of a long-term residence certificate.

The right of entry and the right of residence in the Republic of Bulgaria of a European citizen may be restricted in exceptional cases and on grounds related to national security, public order or public health.

*Please, contact the International Relations Office for assistance with the registration procedure and the required documentation.*

## Studies

### Academic calendar 2020/2021

#### Undergraduate Programmes

<b>Winter Semester</b>	
Study Period (exchange students)	19.09 - 21.12.2018
Study Period	19.09 - 28.12.2018
Exam Period	10.01 - 2.02.2019
Resit Exam Session	18.02 - 20.02.2019
<b>Summer Semester</b>	
Study Period (exchange students)	21.02 - 30.05.2019
Study Period	21.02-25.04.2019
Exam Period	02.05 - 30.05.2019
Resit Exam Session	03.06 - 05.06.2019
Final Resit Exam Session	04.09, 05.09, 09.09, 10.09.2019
Defence of Practical Training (3rd year students)	27.09.2018
Resit Defence of Practical Training (3rd year students)	12.10.2018
<b>Summer Semester (4th year students)</b>	
Study Period	21.02 – 25.04.2019
Exam Period	02.05 - 23.05.2019
Resit Exam Session	28.05 – 30.05.2019
Final Resit Exam Session	03.06 - 05.06.2019
<b>Graduation Sessions</b>	
Autumn Session	14.09, 17.09, 18.09.2018
Winter Session	28.01 – 30.01.2019
Summer Session	19.06, 20.06, 21.06, 24.06.2018
<b>Holidays</b>	
Christmas Holidays	31.12.2018 - 09.01.2019

Winter Holidays	5.02 - 17.02.2019
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## Graduate Programmes

Winter Semester	
Study Period (exchange students)	19.09 - 21.12.2018
Study Period	15.10 - 21.12.2018
Exam Period	10.01 - 02.02.2019
Resit Exam Session	18.02 - 20.02.2019
Summer Semester	
Study Period (exchange students)	21.02 - 30.05.2019
Study Period	21.02 - 25.04.2019
Exam Period	02.05 - 30.05.2019
Resit Exam Session	28.05 - 30.05.2019
Final Resit Exam Session	03.06 - 05.06.2019
Graduation Sessions	
Autumn Session	14.09, 17.09, 18.09.2018
Winter Session	28.01 - 30.01.2019
Summer Session	19.06, 20.06, 21.06, 24.06.2019
Holidays	
Christmas Holidays	24.12.2018 - 09.01.2019
Winter Holidays	04.02 - 17.02.2019

## Teaching formats

The University of Economics – Varna provides a very reliable teaching format. During each educational week students have both lectures and seminars. The last ones are also known as educational exercises, where students practise what they have learnt in theory. After the 3<sup>rd</sup> year of Bachelor's degree, students are obliged to pass practical training, which means they have to work in a company for two months and practice activities, connected with their speciality. After finishing the internship, they write a report and receive their evaluation. This mark gives credits.

### *Lectures*

During a lecture, which is the classic teaching format at the university, a professor or lecturer presents the subject matter. He/she can read lectures or present them via multimedia technologies. Students can take notes and elaborate on the topic, addressed in the lecture, through private study, using student books and handbooks as well as some special materials, submitted by the lecturer.

### *Seminars*

In seminars students and lecturers, or their assistants, work together on understanding and exercising the material. Building positive relationships between instructors and students is crucial to effective teaching and engaged learning. Students discuss topics from past lectures, show their point of view, promote innovative ideas and participate in different engaging activities. There is a form of current control and students pass tests in order to check if they understand the educational content.

During seminars, students are expected to acquire basic academic knowledge and also to get used to the methodology of academic work by dealing with selected topics. It is quite common for students to give presentations during the seminars, which are subsequently discussed. Seminars at the University of Economics – Varna are flexible. Their purpose is to participate in active learning, so the best word that describes this form of activity is *interaction*. Creating an individual summary about a topic in different subjects, discussing it with a colleague, then sharing the pair's discussion with the whole group are only part of the examples of the university strategy "Think – Pair – Share".

### *Practical Training*

As it was mentioned previously, after the 3<sup>rd</sup> year of the Bachelor's degree, usually during the summer holidays, students put into practice their university knowledge. They are provided with real situations and work toward a business solution (Case-based Learning).

## The grading system

<b>ECTS Grade</b>	<b>UE-Varna</b>	<b>Points</b>	<b>Definition</b>
<b>A</b>	<b>6</b>	87-100	Excellent – outstanding performance with only minor errors
<b>B</b>	<b>5</b>	73 - 86	Very good – above average standard but with some errors
<b>C</b>	<b>4</b>	59 - 72	Good – generally sound work with a notable number of errors
<b>D, E</b>	<b>3</b>	45 - 58	Satisfactory – fair but with significant shortcomings
<b>F, FX</b>	<b>2</b>	0 - 44	Fail – considerable further work is required

### *Examinations*

The academic year at UE-Varna is divided into winter and summer semesters. Each semester is followed by an examination period (winter and summer session). The winter session starts at the beginning of January. The summer one is in June. Students who have to travel abroad (work programmes in USA or UK), Erasmus internship etc. can sit for exams in May, as an exception. However, the exam period for students in their final year of Bachelor's or Master's degree is in May, since their graduation exams are in June. There are two forms of graduation and students choose between them. The first possibility is to take a state examination. The second one is to write a thesis.

The semester grade for each course is formed through a system of points with a total of 100 points. Students gather 40 points during the semester and can achieve other 60 points on the final semester exam of the subject in question. Most of the courses, offered at UE-Varna, finish with exams. When an exam is not required, students receive grades based on ongoing assessment, presentations, projects and tests.

### Transcript of records

The Transcript of records is the document that records in detail the academic attainment of each student. The transcript shows all the courses a student has completed, including information

about the number of credits and the grades he or she has got. To obtain a Transcript of records students have to bring:

1. Their student document for grades, known as student's record book;
2. Copy of the diploma and diploma supplements if they were issued;
3. Green application form, addressed to the dean, which is bought from the university bookstore.
4. Empty form of Transcript of records, bought from the same place.

The Transcript of records is issued for free once per semester. A fee of sixty leva (60 lv.) has to be paid at the cash desk of the university (office 231 on the 2<sup>nd</sup> floor) only in cases of:

1. Drop-out students;
2. Graduate students;
3. Students who are transferring/moving to another higher school;
4. Students who have already received the Transcript of records during that semester.

The Transcript of records is issued within a week.

## Consultations

The course teachers offer consultations to students. Every lecturer or assistant has visiting hours once or twice per week, so the undergraduates can visit him/her during this time, if they want to discuss with his teacher privately. A list of teachers from every faculty and department is available on the website of the University of Economics – Varna.

## Changing of major

Students can change their major at the UE-Varna only once and only in case they have successfully finished their previous year. Switching between majors within the same faculty is allowed by the Dean. Changes of majors between different faculties are allowed by the Rector, who receives suggestions for transfer by the Deans. Master's degree students can change their major and form of education only with the Rector's permission. Transfers can be made until July 15<sup>th</sup> of the current academic year.

Students from other universities can enrol in UE-Varna if they have successfully finished at least a semester and after a permission from the Rector of UE-Varna.

### Starting a second study programme

The Life-long Learning Center is an autonomous training and consulting division at the University of Economics – Varna. The Centre operates by the regulations of the Higher Education Act and the in-house regulations of the University of Economics – Varna. It offers long-term and short-term qualifications, courses and language classes. Courses (up to 12 months) train students to pursue new or additional professional careers. Students who have completed the courses are awarded certificates of professional qualification. Short-term courses develop new professional skills. Students who have completed a short-term course are granted certificates of specialization or additional training.

The training is paid.

Application documents: Student's record book (copy of the first two pages) and application form (received from Office 219).

Application period: September – October 2020.

Students' training starts in October 2020.

Contact Person: Sevda Tsoneva, Office 214, Phone: +359 52 303 265; Mobile: +359 884 699 393; E-mail: [lifelonglearning@ue-varna.bg](mailto:lifelonglearning@ue-varna.bg)

### Opportunities for studies and leisure time

#### Exchange mobility programmes

**The Erasmus+ programme** is an opportunity for both Bulgarian and international students at the University of Economics – Varna to spend part of their studies at a partner university or take an internship in an international company. Students receive grants from the European Union and their mobility periods are recognized at the University of Economics – Varna. The application for mobility for studies under the Erasmus+ programme is organised twice per academic year. The main selection is in March and the secondary selection in October. The

application for mobility for training in international companies is open the whole year round but the training itself can be conducted only during the summer holidays or after graduation.

**Double degree programmes.** Students from the programmes *International Business* or *International Economic Relations* have the incredible opportunity to participate in a double degree programme. They can spend their 3<sup>rd</sup> year of education in Hochschule Worms, Germany or Seinäjoki University of Applied Sciences, Finland and receive an Erasmus+ grant for their mobility period. For more information, contact the International Relations Office.

**The CEEPUS Programme** aims at promoting teacher and student mobility among the Central European scholarly community. The current member countries are: Albania, Austria, Bosnia and Herzegovina, Bulgaria, Croatia, the Czech Republic, Hungary, Macedonia, Moldova, Montenegro, Poland, Romania, Serbia, the Slovak Republic and Slovenia. Prishtina/Kosovo is also participating.

The funding of the programme is provided by the CEEPUS partner countries. Students receive their CEEPUS grant from the host country based on the local living standards. In general, the financial support includes a monthly grant and, in some CEEPUS countries, accommodation and social security provision. In addition, CEEPUS students are exempt from tuition fees. Travel costs, however, are not covered.

## Library

The University library is situated on the 4<sup>th</sup>, 5th and 6th floors of UE-Varna's main academic building, features over 350 000 specialized volumes, and a subscription to the best professional electronic databases. Students have free access to the books and magazines they need in the spacious reading room.

Students can use textbooks and materials, take advantage of the library electronic catalogue, process and edit their work on computers, get access to the Internet.

The library lending office working hours are 8:00 - 12:00/12:30 - 16:30 on weekdays, 10:00-14:00 on Saturdays.

The reading room working hours are 08:00 – 19:00 Monday through Friday, 10:00 – 14:00 on Saturdays.



### Student canteens and cafeterias

The university has two canteens – for staff and for students, and cosy cafeterias. The canteens are open every working day and offer breakfast, lunch and dinner. There are also two cafeterias. One of them is located in the newest part of the building, a floor above the staff canteen, and the second is located on ground floor, next to the computer labs and the test centre of the university. Close to the university there are many cafes, restaurants and fast food.



### Language courses at UE-Varna

The Department of Foreign Languages offers Bulgarian language course and English language course to foreign students, who want to enrol in a study programme taught in Bulgarian/English, but do not have a sufficient knowledge of the language.

The Foreign Language Center at the University of Economics – Varna organizes and conducts language courses according to the levels of foreign language proficiency, defined in The Common European Framework for Foreign Language Proficiency, elaborated by the Council of Europe. The Foreign Language Center provides specialized foreign language courses such as English for Accounting, English for Business, Spoken English for Tourism, Written English for Tourism, German for Business, etc. The Center offers Intensive preparatory courses in English, German, Russian and French for prospective students, who want to enrol in UE-Varna, and additional courses in English, German, French, Russian, Greek, Norwegian and language courses for internationally recognized certificates such as TOEFL, IELTS.

### Sports

The University of Economics - Varna has a state-of-the-art multipurpose sports complex. In 2012, all halls of the complex were renovated. The largest hall with capacity of 500 people meets the requirements of the Bulgarian Basketball Federation for holding national

meetings. UE-Varna men's basketball team is a three-time state champion. Moreover, UE-Varna hosted European women volleyball games in 2013.

The sports complex has several smaller halls with different functions. There is an aerobics and athletics hall, a table tennis and chess hall, a basketball and volleyball training hall, a gym. The complex is provided with separate locker rooms for students and teams, a medical care office, a cafe and a press conference room.



## Getting around Student jobs

UEBN (University of Economics – Varna Business Network) combines the efforts of the Career Center of the university with Alumni and Careers Division. Both of them work hard for students' development. The Career Center aims at finding good realization and well-paid jobs for UE-Varna's graduated students. The Career Center's members establish partnerships with

local, national and international companies and corporations, which can provide practical traineeship and professional realization for students.

There are annual training practices for students from different study programmes who are given the opportunity to participate in projects. This is done together with various institutions in Bulgaria and abroad, and gives students a chance to become part of big national and international companies. There are also training practices for students under the Erasmus+ programme, conducted predominantly in the period July – September, or after graduation.

Students should meet the following conditions:

- To have graduated the first year of their study;
- To speak a foreign language;
- To have motivation to conduct training practice in an intercultural environment etc.

### Student life at UE-Varna

Students of the University of Economics – Varna participate in different organizations, among which AIESEC, Erasmus Student Network, The Students' Council and The National Representative Assembly of Students' Councils. These structures keep students well informed on a wide range of issues concerning their problems and are active participants in civil and international projects. The Students' Council also publishes university news in its newspaper.

Our students can participate in various students' clubs such as Finance club, Marketing club, Trade club, Tourism club, IT Master Class.

Throughout the year the International Relations Office organizes international cultural events and movie nights, aiming at the regular Bulgarian and foreign students, incoming Erasmus students and young people in general. Students can find more information on the International Relations Office [website](#) or on [Facebook](#) and [Twitter](#).

### Public transport services

The city of Varna is a major transportation centre in Bulgaria. You have different options for arrival/departure – by air transport, by bus, by train or by car. To get to the airport by public

transportation, you can take bus 409, which runs about every 15 minutes to/from Golden sands resort. This bus has a stop at Vladislav Varnenchik Blvd. (western side of the Cathedral). One-way ticket from the airport to Golden sands resort costs around 3 BGN, to the city centre the price is 1 BGN (0,50 EUR).

The two [bus stations](#) and the [train station](#) offer transport to a variety of destinations in Bulgaria and abroad. You can take buses 109 or 409 to get to the main bus station, which is next to Grand Mall Varna. To get to the train station, you can take buses 31, 20 or 13. One-way ticket within the city costs 1 BGN.

*Note:* Students have a discount for buses and trains. In most cases students who want to use such discounts need to apply for discount card, issued after presenting a proof of enrolment at the university.

Varna has an informational system regarding the public transport. You can find information for every bus line (bus stops, schedule in real time, journey planner) online. The platform is available in [English language](#) and in [Russian language](#).

Alternatively, there are taxi companies available to take you anywhere.

### [Post offices](#)

Working hours of post offices are from 8 am to 6 pm.

You can buy stamps and post cards at the post office desks as well as from newspaper kiosks. Single stamp for delivery in Bulgaria costs 0.45 BGN. The international postage varies according to destination. The Central Post Office of the city is situated between one of the busiest intersections of the city – Vladislav Varnenchik Blvd. and Saborni Blvd. The Post office offers all postal and telecommunications services, including telephone, ships and satellite links.

Address: 42 Saborni Blvd., Varna

[www.bgpost.bg](http://www.bgpost.bg)

Working time: Monday- Saturday: 07:00-19.00; Sunday: 08:00-12:00

## Telephone providers

Three mobile service operators provide Bulgaria with almost 100% 2G, 3G and 4G network coverage both on its territory and on territorial waters.

[www.mtel.bg](http://www.mtel.bg)

[www.telenor.bg](http://www.telenor.bg)

[www.vivacom.bg](http://www.vivacom.bg)

National and international calls can also be placed at many Bulgarian post offices. There is internet coverage almost everywhere in the country. In larger towns and cities, there are Wi-Fi spots with free Internet access, located mainly in trade centres, railway stations, bus stations, cafes, bars, restaurants etc.



UE-Varna offers free Wi-Fi for students. To use the access points, they must receive a user name and password from room H-204. Students in Bachelor programmes can use a maximum of 1500 MB per week, and those in Master programmes - 2000 MB. The access hours are from 7:30 to 20:00.

## The International Student ID Card

The International Student Identity Card ([ISIC](#)) is a discount card targeting full-time students, and offers discounts for travel, insurance, and various goods. In Bulgaria it costs **15 BGN**.

Application Documents:

- ID card or International Passport
- One photo (passport size)
- Student's record book or a confirmation from the University.

The validity of the card is one academic year (1.09.2018 – 31.12.2019).

Offices in Varna where you can obtain your ISIC Card:

- Usit Colours – 11 Tsar Osvoboditel Blvd.
- Intergral – 84 Knyaz Boris Blvd.
- Cool Travel – 6 Tsar Osvoboditel Blvd.
- Work Abroad LLC – 23A Tsar Osvoboditel Blvd.
- Work Abroad LLC – 12 Petur Raychev Str.
- Traveller – 21 Lyuben Karavelov Str.
- City Studio – 60 Marin Drinov Str.

## Important telephone numbers



Organization	Phone number
Police/ Medical emergency/accident services/fire brigade	112
Energy supplier (ENERGO-PRO Bulgaria)	+359 52 961 744
Gas (Petrol Gas Company)	+359 52 733 330
Water (VIK - Varna)	0700 11 300
St. Anna Multiprofile Hospital for Active Treatment	+359 52 655 911
St. Marina – Varna Hospital	+359 52 302 851
Emergency dental service (Dentaprime)	+359 52 362 023
National enquiries	0700 10 900
Central (public) lost property office	+359 52 573 323

## Attractions in Varna

### The Zoo

One of the most attractive places for both tourists and locals in Varna during the summer is the zoological garden. The visitors can watch animals and birds in almost natural environment and to see some rare protected species.

The zoo is home to 72 different kinds of animals and birds, among which ostriches, panther, llamas, camels, lions, tigers, pink pelicans, peacocks, etc.

Address: Sea Garden, Varna  
[www.varna-zoo.com](http://www.varna-zoo.com)

### **Dolphinarium**

Festa Dolphinarium is the only attraction of this kind in Bulgaria. It is situated amidst the greenery of the Sea Garden of Varna and offers a wonderful view over the sea.

Address: Sea Garden, Varna  
[www.dolphinarium.festa.bg](http://www.dolphinarium.festa.bg)



### **Aquarium**

Hundreds of species of fishes including molluscs, actinides, crabs and periwinkles are featured in the aquarium. Various species of fresh water river fish also live in the aquarium.

Address: Sea Garden, Varna  
[www.ifrvarna.com](http://www.ifrvarna.com)



### **Astronomical Observatory *Nicolaus Copernicus***

The blast-off to the first artificial satellite of the Earth provoked huge interest in outer space which led to the formation of lots of clubs, devoted to the space. This enthusiasm led to creating Varna's first astronaut and astronomic club in 1960. The first astronomical complex in Bulgaria, named after Nikolai Kopernik, was opened on May 22, 1968. It has an astronomical observatory, a planetarium and a tower with Foucault pendulum.

Address: Sea Garden, Varna  
[www.astro-varna.com](http://www.astro-varna.com)



### **Residence Euxinograd**

Prince Battenberg visited Varna in 1880 and was welcomed at the monastery *Saint Dimitar*, which was situated at the same place, where now the residence stands. The monarch liked the local nature so much, that two years later the Varna municipality bestowed him the monastery and its adjoining lands.

The palace park is an integral component of the Euxinograd complex. Prince Ferdinand attracted French park architects to design the park in 1888. More than 500 flower species and 200 sapling species grow there and in the arboretum. In 1891 a palace winery was built as part of the complex and a successor of the old monastery cellar. It was Prince Ferdinand's initiative, and the design was made by a German architect. The building is a picturesque house in Bulgarian Revival style. Another landmark in the area of the residence are the ruins of the late ancient fortress Kastritsi in the north-eastern part of the park.

Address: Euxinograd, Varna



[www.euxinograde.bg](http://www.euxinograde.bg)

### **Varna City Art Gallery *Boris Georgiev***

The City Art Gallery was founded in 1944. In 1988 it was moved to its current unique building in neo-Gothic style, which is a former secondary school for boys. Situated in the heart of the city the Gallery «Boris Georgiev» (received this name in 1999) hosts permanent and visiting exhibitions of various Bulgarian and foreign authors in ten halls with an area of 1,236 m<sup>2</sup>.

Address: 1 Lyuben Karavelov str., Varna  
[www.varnacityartgallery.com](http://www.varnacityartgallery.com)



### **Festival and Congress Centre – Varna**

The Festival and Congress Centre - Varna (FCC) was created in 1986. It hosts some of the most prestigious events in the sphere of arts and culture. Except artistic events and festivals, the Centre organizes science meetings, seminars, different company celebrations. The FCC Varna has become the face of Bulgaria in such prestigious international congress organisations like ICCA /head office in Amsterdam/, AIPC /Brussels/ and in the only international network of cinemas – Europa Cinemas with MEDIA, the EU's support program for the European audio-visual industry.



Some of the most prestigious events of which the Festival and Congress Centre – Varna is a co-organiser are: the Festival of the Bulgarian Film The Golden Rose, the Festival of the European film co-productions, the International Music Festival Varna Summer, the Theatre Festival of Varna, the International May Choir Competition, the International Ballet Festival, edition of the

European Music Festival of Radio FM Classic, the Christmas and May Salon of Arts – Varna, the International Children Festival of Arts, etc.

In 1993 the Festival and Congress Centre - Varna became initiator and organizer of the International Film Festival Love is Folly. FCC is situated at the most attractive place in the centre of Varna itself, at the entrance of the Sea Garden, close to the beach.

Address: 2 Slivnica, Blvd., Varna  
[www.fccvarna.bg](http://www.fccvarna.bg)

### **Palace of Culture and Sports**

The Palace of Culture and Sports in Varna is a multifunctional complex for congress, cultural and sport events. It has 6 multi-purpose halls, recreation centre, fitness centre, press centre, a shopping centre. The Congress Hall can be used as playing field with an electronic scoreboard for recording real playing time and performance.



The complex also has two gyms, equipped with modern training equipment. Sports and recreation centre is furnished with equipment necessary for full recovery (saunas, jet) and rehabilitation of athletes, as well as electrotherapy and physiotherapy. The Palace of Culture and Sports has a large shopping centre, offering opportunities for recreation and pleasant leisure.

Address: 155 Kniaz Boris I Blvd., Varna  
[www.palaceofvarna.com](http://www.palaceofvarna.com)

## ***Stoyan Bachvarov* Drama Theatre and the Varna State Opera**

Varna theatre attracts all age groups, but most performances are targeted at young audience. In recent years young Bulgarian directors find opportunity to realize their unconventional creative projects on the scene of Varna. The theatre hosts the International Theatre Festival *Varna Summer*, which is held every year in the beginning of June.

The Varna Opera House was officially opened on August 1, 1947. During the first two seasons alone, more than ten performances were staged, predominantly titles from the world opera classics - *Madama Butterfly*, *Cavalleria Rusticana*, *La Traviata*, *Tosca*, *La Boheme*. The summing-up of the fifty-year-record of the Varna Opera House amounts to over 200 productions and nearly 7000 performances in front of an audience of more than three millions viewers. The Varna Opera is a regular participant in the international music festival *Varna Summer* and a number of other art forums.

Address: 1 Nezavisimost sq., Varna  
[www.opera.tmpcvarna.com](http://www.opera.tmpcvarna.com)

## **Archaeological Museum of Varna**

The Archaeological Museum of Varna was established in 1887 by the brothers Karel and Herman Shkorpil (archaeologists and scientists of Czech and Bulgarian origin, founders of the Bulgarian archaeology and museum activity). The building in which it is housed was



constructed in 1892 – 1898 to serve as a Girls High School. It was built in a late baroque style with basement premises and two floors. The exposition area of the museum is 2 150 square meters. There are also funds, a library and a children education museum.

The archaeological museum shows original finds from the Palaeolithic Age to the Middle Ages, many of which are of great significance to the archaeology of Europe and the world. The largest Mesolithic collection of flint tools in Southeastern Europe, the largest collections of ancient terracotta, tombstone reliefs, lamps and glass vessels in Bulgaria are placed here.



Address: 41 Maria Luisa Blvd., Varna  
[www.archaeo.museumvarna.com/en/](http://www.archaeo.museumvarna.com/en/)

### ***Galata viewing point***

If you want to view the city of Varna from above, go to Galata viewing point (in Bulgarian – Панорамна гледка „Галата“). The best time to go there is sunset, as the city below lights up. You can easily reach Galata viewing point by bus 17A and get off at the bus stop “Spartak” or “Ivanova cheshma” (in Bulgarian – Спартак, Иванова чешма). After 4 minutes by walk you reach Galata.



## Travelling

Students can use their free time to explore Varna and Bulgaria. Tourism in Bulgaria is a significant contributor to the country economy. Situated at the crossroads of the East and West, Bulgaria has been home to many civilizations - Thracians, Greeks, Romans, Byzantines, Slavs, Bulgars, and Ottomans. The country is rich in tourist sights and historical artefacts, scattered through a relatively small and easily accessible territory. Bulgaria is internationally known for its seaside and winter resorts. For more information you can check the [Official Tourism Portal of Bulgaria](#). A new interactive platform [iLoveBulgaria](#) may help you to get access to information and sightseeing details in Bulgaria.

## Bulgarian customs and traditions

### Baba Marta

One of the most highly valued customs in Bulgaria is called *Baba Marta* (literally, Granny March), starting on the 1<sup>st</sup> of March and celebrating the beginning of spring.

Family members, relatives, friends, and colleagues give each other white and red tassels that you normally wear on your wrist. These tassels, called *martenitsa*, are exchanged between people with wishes of health, luck and happiness. Originally wishing for fertility and fruitfulness of the crops, *martenitsas* are still often hung on fruit trees and livestock in rural areas. They are only taken off when you see a stork or a blossoming tree, which symbolise the messengers of the arrival of the warmer season.



### Name days

Name days are paid a lot of respect in Bulgaria, almost as much as birthdays. Name days are associated with Eastern Orthodox saints and many people are named after saints. A big family meal takes place on the particular saint's day in order to celebrate the name day. According to the tradition, guests are supposed to come uninvited and the person who has the celebrated name is supposed to be prepared to treat everyone. The celebrations are similar to those of birthdays, but usually food, music and the feeling is somewhat more traditional.

### **Fire dancing (*Nestinarstvo*)**

It is a fire ritual originally performed in several Bulgarian- and Greek-speaking villages in the Strandzha Mountains close to the Black Sea coast in the very southeast of Bulgaria. It involves a barefoot dance on smouldering embers (*zharava*) performed by *nestinari*. It is usually performed on the day of Sts. Constantine and Helen. The ritual is a unique mixture of Eastern Orthodox beliefs and older pagan traditions from the Strandzha Mountains.



In 2009, the ritual was entered in the UNESCO Intangible Cultural Heritage Lists and the National Representative List of the Intangible Cultural Heritage “Living Human Treasures – Bulgaria”.

### **Easter tradition**

The Bulgarian Orthodox Easter traditions vary from the common Easter traditions: they involve egg colouring, egg breaking and Easter breads. Tradition directs that the eggs are coloured on the Holy Thursday before Easter Sunday, and the first coloured egg is always red, symbolising Jesus’s rise from the dead. Then the rest of the eggs can be painted in all colours and often a wax candle is used to draw on them. The egg breaking custom takes place during the Easter morning and it involves all the family members tapping their eggs against each other, after each person has chosen a colourful egg. The person with the last unbroken egg is said to have a whole year of luck to



look forward to. The typical Easter bread in Bulgaria is called *kozunak* and it is a sweet bread, sometimes with raisins in it.

### Bulgarian national holidays

Some of the greatest Bulgarian holidays, which are days off in Bulgaria, are the following:

#### **3<sup>rd</sup> of March** – Day of the Liberation of Bulgaria from the Ottoman Dominion

After nearly five centuries of Ottoman Dominion, in 1878 Bulgaria gained its freedom. The Russian army, assisted by Bulgarian volunteers, won numerous battles in the war between Russia and Turkey in 1877-1878, and on 3 March 1878 in the small fisherman village of San Stefano in the Ottoman Empire was signed the Peace Treaty of San Stefano. In accordance with the treaty, today's Bulgarian lands were divided into two parts – the Principality of Bulgaria and Eastern Rumelia. Bulgaria had the status of a vassal principality of the Ottoman Empire and Eastern Rumelia was an autonomous province within the empire.

#### **1<sup>st</sup> of May** – International Labour Day

#### **6<sup>th</sup> of May** – Day of the Bulgarian Army

It is a Christian holiday which honours St. George. In the folk concepts St. George is the patron of soldiers in Bulgaria. This is the reason for this day to be officially celebrated as the day of braveness and the Bulgarian Army. On the 6<sup>th</sup> of May the national army celebrates the holiday with military parades and other events.

#### **24<sup>th</sup> of May** – Bulgarian Education and Culture Day, and Slavic Script Day

On this day Bulgaria celebrates two holidays - the Day of Saints Cyril and Methodius (who created the Cyrillic alphabet in the 9<sup>th</sup> century) and the Day of Bulgarian Education and Culture. This holiday is most solemnly celebrated by students and their teachers. All schools across the country organize a variety of festive events.

## **6<sup>th</sup> of September** – Unification Day

On the 6<sup>th</sup> September 1885 the two parts of Bulgaria separated by the San Stefano Treaty – the Principality of Bulgaria and Eastern Rumelia – were united. Only 7 years separate the liberation of Bulgaria from Ottoman dominion and the unification. However, the Bulgarians did not put up with this unfair division of their territory and on the 6<sup>th</sup> of September the Unity was announced.

## **22<sup>nd</sup> of September** – Independence Day

On the 22<sup>nd</sup> of September 1908 in Veliko Tarnovo was conducted a special manifesto, where Prince Ferdinand declared Bulgaria an independent state and himself a tsar.

From the Liberation of Bulgaria from the Ottoman dominion (1878) and the Unification with Eastern Rumelia (1885) to that day the Bulgarian principality was a vassal of Turkey, which was hindering in political, as well as in economic terms the country. The Bulgarian diplomacy took the advantage of a special moment of the international relations and declared Bulgaria's independence.

Along with these memorable dates, Bulgarians celebrate as well Christmas (24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> of December), New Year (31<sup>st</sup> of December and 1<sup>st</sup> of January), Orthodox Easter and some other special dates.

## **Traditional Bulgarian food**

### **Banitsa**

This piece of greasy pastry deliciousness can be purchased in bakeries all over the country. Its standard variety includes a filling of feta-like white cheese (sirene), though varieties filled with onions, cabbage, spinach, mushrooms or pumpkin can also be found. For your sweet tooth, you can also try banitsa with apples and walnuts. Banitsa in any of its forms is an inseparable part of a traditional Bulgarian breakfast.



## Musaka

This dish is enjoyed in many variations throughout the Balkan region. The Bulgarian version involves potatoes, eggs and minced pork meat and is a known favourite of Bulgarian men, among whom it is a popular joke that they cannot marry a woman who is unable to cook the perfect musaka.



While the Greek variety of musaka may be based on eggplant, the Bulgarian dish relies strictly on potatoes to layer the meat. The whole thing is traditionally covered with thick Bulgarian yoghurt on top.

## Lyutenitsa

Ask a Bulgarian and they would say this thick relish of tomatoes and peppers is the best thing you can spread on your toast. Nowadays it is commercially produced and sold in small jars, though it is still commonly made at home by many Bulgarian families. Home-made lyutenitsa is a unique Bulgarian product and is considered as one of the country's national symbols, at least in the culinary sphere.



## Tarator

It is a Bulgarian cold yogurt-based soup of cucumbers, garlic, dill and sometimes walnuts. Tarator is also a great introduction to the renowned Bulgarian yoghurt, famous over the world for its health benefits. A salad version of tarator is known as «*salata Snezhanka*», also called Dry Tarator. It is made of thick (strained) yogurt and can be served as an appetizer or as a side to the main meal.



## **Shopska salata**

Bulgaria's internationally-renowned salad is a combo of diced tomatoes, cucumbers, onions and peppers, with grated sirene cheese and parsley on top. Whether a century-old meal of the Shopi ethnographic group (as the name implies) or a 1950s invention of communist Bulgaria's state-owned tour operator Balkantourist, Shopska salad is the perfect appetizing companion to a shot of rakia at the start of a Bulgarian meal. Curiously, Shopska salad's most prominent colours are white (the cheese), green (the cucumbers) and red (the tomatoes and peppers), which match perfectly to the colours of the Bulgarian national flag.

