



ERASMUS+ HIGHER EDUCATION MOBILITY

Call for applications for BA, MA Student mobility for studies Teaching Staff

2023-2024 academic year

Art. 1 Purpose of the call and general regulations

1. This call regulates the application procedure for student and staff mobility in the framework of the **Erasmus+ International Credit Mobility project** between the **University of Minho, Portugal** and **Yerevan State University**.

Erasmus+ is the EU programme for education, training, youth and sport covering the period 2022-2025. It offers a wide range of opportunities for students and staff to study and train abroad and obtain credits which are then recognized by the sending institution.

Art. 2 Mobility types and available places

Under this call for applications the following places are available for prospective candidates from the Yerevan State University:

- a. *BA (1st cycle):* 3 places for HEIs of the RA
- b. *MA 2nd (cycle)*
- c. *Academic Staff* 6 places for HEIs of the RA

This call in the case of students is for for the 1st semester of 2023/2024 academic year.

Art. 3 Admission requirements

3.1 In order to apply prospective candidates must be *enrolled* at *Yerevan State University* at the moment of application and for the whole duration of the mobility.

In addition

- Undergraduate students must carry out their mobility from the second year of their studies.
- The partner higher education institutions must agree on the learning agreement for studies that the BA, MA students have to follow before the exchange visit takes place.

3.2 Language proficiency

Applicants are required to be proficient *in English at level B2 and/or Portuguese (or others) at level B2 (according to UMinho and YSU Inter-Institutional Agreement)* respectively, and to provide certifications or self-certifications of the required level.

3.3 In/compatibility

- The same student may participate in Erasmus+ mobility periods totaling up to 12 months maximum per each cycle of study (Bachelor or equivalent, Master or equivalent, Doctoral level), independently from the number and type of mobility activities. Previous Erasmus+ and Erasmus Mundus experiences must be taken into account for calculation purposes;
- Selected beneficiaries will not be allowed to benefit from any other grant provided by the European Commission *for mobility for study* for the same period;
- Beneficiaries must carry out their mobility activities in a country different from the country where they have their accommodation during their studies (for students) or from the country of residence (for staff);
- Candidates with a double nationality must specify the nationality under which they submit their scholarship application.

3.4 Ineligibility

- If, at any stage in the application procedure, it is established that the information provided by the applicant has been knowingly falsified, the candidate will be disqualified from the selection process.
- Students who receive an Erasmus+ grant will fully or partially reimburse the EU grant if they do not comply with the terms of the grant agreement and/or if they fail to complete and submit the final online report, unless they are prevented from completing their planned activities abroad due to a case of force majeure.

Art. 4 Activities

Mobility for studies:

Erasmus+ grants for study are awarded for full time study activities, including thesis preparation, at first, second and third study cycles. The studies in which the beneficiaries are enrolled must be leading to a recognized degree or another recognized tertiary level qualification.

Art. 5 Grants

5.1 Grantees will receive a grant as a contribution to their costs for travel and individual support during their mobility.

They are specified in the table below:

INDIVIDUAL GRANT	INDIVIDUAL SUPPORT
Students	850€ per month
Staff	160€ per month
TRAVEL	
Students	Travel costs will be covered by the project (up to the amounts defined by the E+ programme on the basis of the distance bands. Changes will not be covered)

5.2 Erasmus+ selected students will continue to pay fees to their sending university but will benefit from tuition waiver from their host university.

5.3 The mobility period must be carried out continuously and it must not be split into different periods.

5.4 Selected candidates accepting the scholarship will sign a scholarship contract listing their duties and responsibilities. They will be required to comply with the local admission requirements and registration procedures at the Host University.

5.5 Special needs support

Extra financial support may be available for beneficiaries with special needs. A person with special needs is a potential participant whose individual physical, mental or health-related situation is such that his/her participation in the project would not be possible without extra financial support. The contribution will be awarded to beneficiaries with special needs upon request by the Coordinating institution and approval from the Erasmus+ Italian National Agency.

Art. 6 Admission procedure

6.1 Application

- Prospective applicants should submit their **required documents online** <https://formularios.reitoria.uminho.pt/index.php?r=survey/index&sid=289839&lang=en> till **31 MAY 2023**. Any application received after the deadline will not be accepted;

- The official language of the application is *English and/or Portuguese*. At the time of application diplomas, transcripts and other official documents may be submitted in original language but they must be accompanied by an English translation.

Art. 7 Selection process

7.1 The Selection process includes the following steps:

- a. Eligibility check by YSU IRO;
- b. Evaluation process by host University;

7.2 In the framework of Erasmus+ regulations the first criterion for selecting students must be academic merit, but with equivalent academic level, preference should be assigned to students from less advantaged socio-economic backgrounds.

7.3 The final selection decision will also consider cross-cutting evaluation criteria such as gender balance, equal opportunities and participation of disadvantaged groups (disabled students, economically disadvantaged students) providing a more equal and fair selection process.

7.4 The Partner University may decide to invite the candidates whose average score is above the threshold for an interview, either face-to-face or via Skype.

7.5 At the end of the selection procedure YSU Selection Committee will draft a ranking list of qualified candidates. A reserve list will also be defined and will include the names of eligible candidates whom may be awarded a grant in case of withdrawal/drop-out of selected students or if additional funding is available.

7.6 All applicants will be informed by e-mail of the selection results as soon as the evaluation procedure has been concluded.

7.7 Selected candidates will receive a scholarship offer and are required to accept or reject it in written ***within a week***. (*no later than 7 days*). For every selected candidate not accepting the grant within the deadline, the **partner University** will nominate a candidate from the reserve list.

7.8 Appeal Procedure

- Complaints from applicants who have failed to satisfy all of the eligibility criteria (e.g. who have not produced the required documentation, or have applied for a scholarship but do not meet the requirements, etc.), or have failed to satisfy them within the established timeframes, will not be taken into consideration.
- The appeal procedure can only come into play if a candidate feels that the Selection Committee has not handled his/her own application in line with the principles and procedures described in the call. In other words, the appeal cannot concern the decision itself, but only an alleged error made in the process.

Art. 8 Data protection

Information relating to individuals (personal data) is collected and used in accordance with Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on "the protection of individuals with regard to the processing of personal data and on the free movement of such data".