

## **Resolution of 29 of August 2019 of the Vice-Rectorate for Internationalization and Cooperation of the University of Cantabria, which establishes the regulatory bases and approves the third call for International Credit Mobility grants for students from partner universities in the framework of the KA107 action of the Erasmus+ program within the project 2018-1-ES01-KA107-049471**

### **1. INTRODUCTION**

Under the international credit mobility action (KA107), a higher education institution (HEI) in a Partner Country<sup>1</sup> can send its students, doctoral candidates or staff to a partner HEI in a Programme Country<sup>2</sup>, and vice versa. Students or doctoral candidates are able to study abroad for a limited period of time for which credits are obtained. After the mobility phase, the students return to their sending institution to complete their studies. Similarly, staff can spend a teaching and/or training period abroad for up to two months.

### **2. SPECIFIC OBJECTIVES OF THE CALL**

The Vice-rectorate for Internationalisation and Cooperation announces **9 student grants** to promote and support student exchanges at UC during the academic years 2018-2020 within the framework of the Erasmus+ International Credit Mobility project 2018-1-ES01-KA107-049471 that will be distributed among partner universities according to the existing Inter-institutional Agreements with the University of Cantabria and taking into account the budgetary limits for each country as outlined in Annex 1 of this call<sup>3</sup>.

The mobility grants of this call are financed by the Erasmus+ Programme and are carried out under the budgetary application of the Vice-rectorate for Internationalisation and Cooperation 73-Z812-226.90, its allocation being conditioned to the existence of adequate and sufficient budgetary credit.

Students will be able to spend a study period at the University of Cantabria for which credits will be obtained. After their mobility period, they will return to their sending institution to complete their studies and get academic recognition of those courses successfully passed at the University of Cantabria. Partner universities will ensure recognition for successfully completed courses of the mobility students.

This call gathers the criteria for the application of candidates following the guidelines established by the European Commission for this action, as well as the guidelines established by the Spanish Service for the Internationalization of Education (SEPIE).

### **3. DURATION AND FINANCING OF THE INTERNATIONAL MOBILITY**

The selected applicants will obtain a grant for travel costs and a grant for individual support. The grants offered do not cover all expenses, but are a contribution to bearing the additional costs of staying abroad. In case that the amount does not cover all costs, the students will need to find other funding sources.

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<sup>1</sup> the rest of the world except Switzerland, Andorra, Monaco, San Marino, the Vatican City State, as well as Iran, Iraq, Yemen and the countries of the Gulf Cooperation Council

<sup>2</sup> Please check summary on disadvantaged background in the Erasmus+ Program Guide page 9: [http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/erasmus-plus-programme-guide2\\_en.pdf](http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/erasmus-plus-programme-guide2_en.pdf)

<sup>3</sup> grants cannot be moved from one partner country to the other

### 3.1 Duration

Duration of student's exchanges: minimum 3 and maximum 5 months.

Bachelor students attending regular courses in English or Spanish language must stay for a whole semester so as to be able to attend classes and pass the exams.

### 3.2 Travel costs contribution (one round trip plane ticket)

Flight tickets will preferably be purchased by the University of Cantabria for all mobility participants according to the program regulations, based on the Erasmus+ distance calculator maximum fees.

### 3.3 Monthly allowance for students (Individual support)

The monthly allowance for students selected under this call amounts to 850 €/ month.

The payment procedure is as follows: 50% of the total amount of the grant will be paid to the grantee upon arrival at UC, 30% of the total amount of the grant will be paid to the grantee before the end of the third month, and the pending 20% of the total amount of the grant will be paid to the grantee before the end of the study period once the grantee has completed the Erasmus+ online survey.

### 3.4 Academic fees

No academic fees will be charged at the University of Cantabria to the mobility participants. Students obtaining this Erasmus+ financial grant are entitled to keep any other national grant in their home country and applicants with special needs may apply for additional funding.

## 4. GENERAL ADMISSION REQUIREMENTS

- To be enrolled in an official degree of higher education in any of the universities participating in this call during 2019/20.
- To have completed at least two years of bachelor studies.
- To fulfill the academic requirements of the existing Inter-institutional Agreements and Annex I of this call.
- To fulfill the specific requirements of the project.
- To accredit a minimum level B2 in the teaching language (English and/or Spanish). Accreditation of higher levels will be positively assessed.
- The participation of the students will be carried out in accordance to the specific regulations of both universities as well as the regulations included in this call.

## 5. APPLICATION PERIOD

This Call for Applications will be opened from **September 5<sup>th</sup>** until **September 20<sup>th</sup>, 2019** for students from the partner universities in United States of America, Israel, Japan and Morocco.

## 6. APPLICATION PROCEDURE

Applications for grants should be made to the corresponding partner institution through their contact person (see Annex III).

In order to apply for the grant, candidates shall follow these steps:

- Check the eligibility criteria so as to ensure that applications requirements are met.
- Check the distribution of grants and priority areas by countries and universities.

- Undergraduate students shall check the courses catalogue available at: <https://web.unican.es/en/Studying/admission/exchange-students/practical-information-for-credit-mobility-students>
- Check the information concerning the documents to be submitted (as listed in Annex II to this call) when applying for the grant; all the required documents must be scanned and sent to the contact person of the Partner HEI (see Annex III) in English.
- Learning Agreement signed by the home university

If the candidate comes from a disadvantaged socio-economic background it must be indicated in the application. During the final selection, with equivalent score, preference shall be given to students from disadvantaged backgrounds.

## 7. SELECTION PROCEDURE AND CRITERIA

Applications will be evaluated by a selection committee designated at each university that ensures that the selection process:

- Will respect in full the principles of non-discrimination and will promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Will be fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.

Once the period for submission of applications has concluded, the sending universities will assess the applications of the students enrolled in their university. Firstly, they will conduct a check to ensure that candidates meet the formal requirements and that documents are in order and have been submitted in full before proceeding to validate the candidates. Those candidates who are validated then form part of the selection process and will be evaluated on the basis of the following selection criteria:

- Academic performance: 50% (0-100)
- Knowledge of teaching language: 20% (0-100)
- Relevance of the proposal: 20% (0-100)
- Socio-economic background: 10% (0-100)

The sending universities will elaborate a list of candidates ordered by score and results including nominated, eligible and rejected candidates. The Internationalisation Committee of the University of Cantabria will validate the selection results and issue the nomination list.

## 8. COMMUNICATION OF RESULTS

The application results will be published at the KA107 website of University of Cantabria and the partner university websites at the latest on **October 7<sup>th</sup>, 2019**. The applicants are entitled to appeal in the five natural days after the publication of results. After the appeal period, the provisional nomination list will automatically become final. The application results will be communicated to all candidates (selected, rejected and waiting list) at the latest on **October 14<sup>th</sup>, 2019**.

## 9. OBLIGATIONS OF THE UNIVERSITY OF CANTABRIA / PARTNER INSTITUTION

9.1 The partner institution commits to recognize the studies included in the Learning Agreement counting towards the degree and to recognize the academic activity performed at the University of Cantabria.

- 9.2 Concerning travel costs, the University of Cantabria will preferably buy travel tickets directly through its travel agency to the grantees, always respecting the dates of the exchange established and within the budget available.
- 9.3 Concerning the grant payments, the University of Cantabria is responsible for paying the monthly allowance to the grantees by the quickest and most adequate means allowed by its Financial Service.
- 9.4 The UC has the right to suspend the payment of the grants if:
- The grantee withdraws from the project in case of force majeure.
  - The grantee holder does not comply with the internal regulations of the partner institution or the University of Cantabria.
  - The grantee does not fulfil the requirements of his/her study program.

## 10. OBLIGATIONS OF THE GRANTEES

- 10.1 Grantees must provide all documentation required by the University of Cantabria in due time to the International Relations Office of the University of Cantabria:
- The visa and an insurance that covers medical costs, accidents, and repatriation in line with Erasmus+ at the latest SIX WEEKS prior to the start of the mobility.
- The University of Cantabria has the right to cancel the grant in case that the grantee doesn't comply with this requirement in due time.
- 10.2 The grantee may not accept during the exchange period any other mobility grant awarded by the European Union.
- 10.3 Grantees have to sign a Grant Contract with the University of Cantabria prior to the initiation of the exchange period.
- 10.4 Grantees have to complete all the administrative and report requirements of the University of Cantabria and the Erasmus+ program before, during and after their mobility.
- 10.5 Grantees have the obligation to inform the University of Cantabria about any change regarding the study period abroad, namely the Learning Agreement, or the duration of the stay at the host institution.
- 10.6 At the end of the mobility, the grantee will have:
- To submit the online EU Survey (participant report) addressed by the Erasmus+ Mobility Tool before his/her departure from the University of Cantabria. The University of Cantabria is entitled to partly or totally ask to return the Erasmus+ grant if this requirement is not properly and timely fulfilled.
  - To submit the Recognition Report addressed by the Erasmus+ Mobility Tool after his/her departure.
  - To send the travel documents or any other document that may be required by the University of Cantabria or the Erasmus+ program within 30 DAYS after his/her departure from the University of Cantabria.

## 11. DATA PROTECTION

The personal data provided by the participants in this call will be incorporated into the treatment activity "Students and Degrees" of the University of Cantabria.

In accordance with the provisions of the General Data Protection Regulations, applicants will be informed, when submitting their application form to the UC, about the conditions under which their personal data will be processed and about the rights that may be exercised. The treatment and



access to personal data will be subject to national legislation, to that of the country of destination and to international regulations.

The participants in this call, by the mere fact of participating by submitting their application, give their consent for the transfer of their personal and academic data to the University of Cantabria as well as to the Erasmus+ Mobility Tool, insurance providers and any other official body that requires statistical data on mobility.

Santander, 29 of August 2019



Fdo.: Teresa Susinos Rada  
Vicerrectora de Internacionalización y Cooperación  
Universidad de Cantabria



## Annex I: Academic areas and grants available

The following mobility flows are part of this Erasmus+ International Credit Mobility Call (Project 2018-1-ES01-KA107-049471):

### 1. Japan

The mobility shall take place in the academic year 2019/20 for a minimum of 3 and maximum of 5 months

Partner university	Student mobility incoming (2 grants)	
	Level	Priority academic area
National University Cooperation Yamaguchi	Bachelor/ Master/ Phd	<i>Courses in:</i> Chemical Engineering   Other engineering studies <a href="https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english/european-project-semester-in-chemical-engineering-(eps)">https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english/european-project-semester-in-chemical-engineering-(eps)</a>

### 2. United States of America

The mobility shall take place in the 2<sup>nd</sup> semester of the academic year 2019/20 (21.01.2020-23.06.2020)

Partner university	Student mobility incoming (2 grants)	
	Level	Priority academic area
University of North Carolina at Charlotte	Bachelor	<i>Courses in:</i> Business Management   Economics   Engineering   Education <a href="https://web.unican.es/en/Studying/academic-offer/diploma-in-european-business-and-economics">https://web.unican.es/en/Studying/academic-offer/diploma-in-european-business-and-economics</a>   <a href="https://web.unican.es/en/Studying/academic-offer/education">https://web.unican.es/en/Studying/academic-offer/education</a>   <a href="https://web.unican.es/en/Studying/academic-offer/diploma-in-advanced-applied-technologies-for-industry">https://web.unican.es/en/Studying/academic-offer/diploma-in-advanced-applied-technologies-for-industry</a>

### 3. Israel

The mobility shall take place in the academic year 2019/20 for a minimum of 3 and maximum of 5 months

Partner university	Student mobility incoming (3 grants)	
	Level	Priority academic area
Sami Shamon College of Engineering	Bachelor/ Master/ PhD	<i>Final Degree Project / Courses in:</i> Chemical Engineering   Other engineering studies <a href="https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english/european-project-semester-in-chemical-engineering-(eps)">https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english/european-project-semester-in-chemical-engineering-(eps)</a>

### 4. Morocco

The mobility shall take place in the 2<sup>nd</sup> semester of the academic year 2019/20 (21.01.-23.06.2020)

Partner university	Student mobility incoming (2 grants to be distributed among UAET and UIR)	
	Level	Priority academic area
Université Abdelmalek Essaadi de Tétouan	Bachelor/ Master/ PhD/	<i>Course offer in:</i> Business Management   Economics   Telecommunications <a href="https://web.unican.es/en/Studying/academic-offer/diploma-in-advanced-applied-technologies-for-industry">https://web.unican.es/en/Studying/academic-offer/diploma-in-advanced-applied-technologies-for-industry</a>   <a href="https://web.unican.es/en/Studying/academic-offer/diploma-in-european-business-and-economics">https://web.unican.es/en/Studying/academic-offer/diploma-in-european-business-and-economics</a>
Université Internationale de Rabat	Bachelor	<i>Course offer in:</i> Business Management   Economics <a href="https://web.unican.es/en/Studying/academic-offer/diploma-in-european-business-and-economics">https://web.unican.es/en/Studying/academic-offer/diploma-in-european-business-and-economics</a>

## Annex II: Application documents

A scanned copy of the following documents described below should be uploaded. Some of these are general documents, common to all types of grant, whereas others are specific to each type of grant.

### General documents to be submitted by all applicants:

- KA107 application form  
<https://web.unican.es/en/Studying/Pages/Project-2018-1-ES01-KA107-049471.aspx>
- Copy of passport or national identity document (must be in force during the whole study exchange period)
- Curriculum vitae, based on the EUROPASS model  
<http://europass.cedefop.europa.eu/es/documents/curriculum-vitae>
- Transcript of Records (certificates should clearly show that applicants have completed the first year of their university studies)
- Certificate(s) of language skills accreditation
- If you are in a disadvantaged financial, social or cultural situation, you shall submit valid document(s) accrediting that this is your case
- Students with special needs should submit a document as a proof of their disability
- Learning Agreement signed by the home university  
<https://web.unican.es/en/Studying/Pages/Project-2018-1-ES01-KA107-049471.aspx>

## Annex III: Contact persons

If you have any questions related to your application, please contact the Office for International Relations at your university or the contact persons at UC indicated below:

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