

# General Information for Students

Within the framework of this KA107 project approved (2017-1-ES01-KA107-035872), the Erasmus+ Programme offers students from partner universities to conduct a part of their studies leading towards a degree at Undergraduate or Bachelor level at the University of Cantabria according to the mobility flows authorised.

The duration of the study period should take a minimum of 3 months and a maximum of 12, although the financial grant will be for a maximum of 4 months.

## 1. General Eligibility Requirements

To be eligible, students do need to:

- have a student status at the domestic institution when applying and during their mobility period.
- be enrolled in at least their second year of studies (for undergraduate), must have completed at least one semester at the home institution (for Master students) or must have completed at least one year of studies and already have a research project (for Doctoral students).
- must not exceed a total of 12 months of mobility at each level of studies unless their degree programme lasts 5 or 6 years (in this case, they cannot exceed 24 months).

## 2. Academic recognition

The period of studies abroad must be a part of the study programme of the student of first cycle (Undergraduate or equivalent).

The content of the study plan is to be reflected in the Learning Agreement (LA), which should be signed by the three parties involved prior to initiating the mobility period. The sending university is responsible for the complete recognition of the studies and activities included in the LA, should the student meet the passing requirements.

To be entitled to the grant, students must register for at least 3 courses in a semester. (18 ECTS credits).

Students cannot be mobile to a university in the state of the sending institution, nor to a state where they have their residence, where they were born or they are citizens.

### **3. Financing of the stays: Grants**

Selected students will receive a grant for travel costs and for individual support.

The grants offered do not cover all expenses, but is a contribution to bearing the additional costs of staying abroad. In case the amount is insufficient, the students will need to find another source of funding.

#### **a) Travel costs:**

From Morocco to Spain: 275€.

#### **b) Monthly allowance for students:**

From partner country to Spain: 800 €/ month.

The UC as administrator of the grants is available either to buy directly, through its travel agency, the flight tickets or to reimburse the cost to the grantee in the case he/she is responsible to buy his/her own flight ticket, always respecting the dates of the exchange period established and within the budget available.

The monthly allowance will be transferred to the grantees bank account or by any other means in compliance with the UC financial regulations and procedures.

The starting date of the mobility period is the first day of the student's presence at the receiving institution. This maybe the day of the first lecture, of the Welcome Programme or of the first Spanish language course lecture. The end date is the last working day when the student has to be present at the receiving institution. This may be the last day of the examination, revision period/ obligatory presence, etc.

Erasmus grants are compatible with any other national grant or scholarship.

Students that have been selected with special needs may apply for additional financial support.

### **4. Application procedure**

Specific calls and application procedures are published on this Website under the Heading Projects Approved.

The application package should contain:

- a) Application form.
- b) Transcript of records.
- c) Certificate of Language skills.
- d) Learning Agreement duly signed.
- e) Copy of Passport or National Identification document.

- f) Proof of having subscribed a medical costs, accidents and repatriation insurance.

The submission of the application entails the obligation to comply with the Erasmus+ administrative and legal requirements.

Application packages should be sent both in electronic format and by post to:

- E-mail for Incoming students to UC: [exchange.students@unican.es](mailto:exchange.students@unican.es)
- Postal address:

Universidad de Cantabria  
Oficina de Relaciones Internacionales  
Facultad de Ciencias Económicas y Empresariales  
Avda. de los Castros s/n. 39005 Santander (Cantabria) - Spain

## **5. Selection procedure and criteria**

The applications will be evaluated by the selection committee, or the Vicerrectorate or equivalent at the sending university and will need to have the authorization of the receiving university.

- All the selection processes at the home university will need to meet the criteria of transparency and equal opportunities for all applicants submitting their applications. The specific selection criteria will be clearly established and published on the Website and by any other means used to spread and announce the call.
- The criteria for Undergraduate students will be primarily their GPA, compliance with the language requirements and adequacy of the proposed study plan.

## **6. Insurance**

All participants must have an insurance policy that covers medical costs, accidents and repatriation.