



## UC ERASMUS+ CALL OF 06 MARCH 2023 OF THE VICE-RECTORATE FOR INTERNATIONALISATION AND GLOBAL ENGAGEMENT OF THE UNIVERSITY OF CANTABRIA, WHICH ESTABLISHES THE REGULATORY BASES AND APPROVES THE PRESENT CALL FOR INTERNATIONAL CREDIT MOBILITY GRANTS FOR INCOMING EXCHANGE STUDENTS IN THE FRAMEWORK OF THE ERASMUS+ KA171 ACTION (2022-1-ES01-KA171-HED-000073368 PROJECT)

### 1. OBJECTIVES

The Vice-rectorate for Internationalisation and Global Engagement of the University of Cantabria offers **20 Erasmus+ mobility grants for incoming exchange students** for the academic year **2022-2023** (check Anex I for study level) **and 2023-2024** within the framework of the Erasmus+ International Credit Mobility project 2022-1-ES01-KA171-HED-000073368 (budget application 02.73.00.ZC22-ZC28.422D.22690). **This call complies with the criteria for the participation 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 Internationalisation of Education (SEPIE).**

These grants will be distributed among the following partner universities according to the existing Inter-institutional Agreements with the University of Cantabria guidelines:

- Abdelmalek Essaâdi University
- African University of Science and Technology
- Institute of Economy and Trade of Tajik State Univ. of Commerce
- National Institute of Posts and Telecommunications
- The Technical University of Kenya
- Universidad Cooperativa de Colombia
- University of Dodoma

The aim of the mobility grants is to fund a mobility exchange period at the University of Cantabria for which academic recognition 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 abides by the criteria of 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).

### 2. GENERAL ADMISSION REQUIREMENTS

- To be enrolled in an official degree of higher education in any of the universities participating in this call during the current academic year 2022/2023 as well as during the academic year when the mobility period takes place.
- To have previously **completed the equivalent of two years of university studies** (applicable to bachelor students).
- To fulfill the academic requirements of the existing Inter-institutional Agreements and Annex I of this call.

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- To fulfill the specific requirements of the Erasmus+ Programme.
- It is highly recommended to accredit a B1 level of Spanish to register and follow regular courses in Spanish and a B2 level of English to register and follow courses taught in English. In case the applicant cannot prove these language requirements by means of an official language certificate, the application could be discarded by the UC. Accreditation of higher levels will be assessed positively.

### 3. DESCRIPTION AND DURATION OF ACTIVITIES

Students attending regular courses must stay for a whole academic semester at the receiving institution so as to be able to attend classes and exams. The duration of the stay of Master and PhD students preparing their thesis will require to be previously agreed with both the academic coordinator at the home and at the host university.

#### 3.1. Duration

Minimum 2 and preferably 5 months maximum. Mobilities must be finished by **July 20, 2024 at the latest**.

### 4. GRANT

The beneficiaries will obtain a grant for travel costs and for individual support. The amount of grants offered may not cover all the possible expenses, but are considered as a contribution to bearing the additional costs of staying abroad. In case that the amount is insufficient to cover all costs, the students will need to find other funding sources.

#### 4.1. 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:

Country of origin	Travel Distance Band	Maximum amount / participant
<b>Morocco</b>	Between 2000 and 2999 Km	<b>275 €</b>
<b>Nigeria</b>	Between 3000 and 3999 Km	<b>530 €</b>
<b>Kenya</b>	Between 3000 and 3999 Km	<b>530 €</b>
<b>Tajikistan</b>	Between 4000 and 7999 Km	<b>820 €</b>
<b>Tanzania</b>	Between 4000 and 7999 Km	<b>820 €</b>
<b>Colombia</b>	Between 8000 Km and more	<b>1.500 €</b>

#### 4.2. Individual support

Selected participants will receive a monthly allowance under this call that amounts to 850 €/month. The total amount will be calculated on the basis of the number of days. The total payment of the grant goes as follows:

- 50% of the total amount of the grant will be paid to the beneficiary upon arrival at UC.
- 30% of the total amount of the grant will be paid before the end of the third month.



- 20% of the total amount of the grant will be paid by the end of the exchange period, once the beneficiary has completed the Erasmus+ online survey. However, this last payment is considered as a **balance payment**, thus possible adjustments could be made in case of a variation in the duration of the Erasmus+ stay initially approved.

Students obtaining this Erasmus+ grant are entitled to keep any other national grant in their home country.

#### 4.3. Individual support for participants with fewer opportunities

Participants with fewer opportunities will receive an extra grant of 250 €/month. The disadvantage situation must be indicated in the application together with the corresponding accredited documentation. In the selection process, preference shall be given to participants with fewer opportunities.

#### 4.4. Academic fees

No academic fees for regular courses will be charged at the University of Cantabria to the mobility participants.

#### 4.5. Beneficiaries

Beneficiaries may not accept during the exchange period any other mobility grant awarded by the European Union.

#### 4.6. The University of Cantabria has the right to suspend the payment of the grants if:

- Beneficiaries withdraw from the project.
- Beneficiaries do not comply with the regulations of both the partner institution or the University of Cantabria.
- Beneficiaries do not fulfil the requirements of the Erasmus+ Programme.

### 5. APPLICATION PERIOD

- March 6 to 31, 2023.

In case that not all of the mobility grants offered are awarded after the application period, the University of Cantabria reserves the right to open a new application period for the remaining grants that will be duly disseminated among partner universities.

### 6. APPLICATION PROCEDURE

Applications for grants must be centralized and submitted through the corresponding contact person in each partner institution (see Annex III).

In order to apply for the grant, candidates shall follow the following 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.
- Check the academic offer of the University of Cantabria:
  - Course offer taught in English for Bachelor studies:  
<https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english>



- Course offer taught in Spanish for Bachelor studies:  
<https://web.unican.es/estudios/estudios-de-grado/oferta-de-asignaturas-y-guias-docentes>
- Course offer taught in Spanish for Master studies:  
<https://web.unican.es/estudios/estudios-de-master-oficial/oferta-de-asignaturas-y-guias-docentes>
- Check the information concerning the documents to be submitted (as listed in Annex II to this call) when applying for the grant. Please note that all the required documents must be translated in Spanish or English and scanned and sent to the contact person of the partner university.

## 7. SELECTION PROCEDURE AND CRITERIA

Once the period for submission of applications has concluded, partner universities shall conduct a check to ensure that candidates and documents meet the formal requirements and have been submitted in full before proceeding to validate candidates. Those candidates who are validated will be eligible for the selection process.

During the first stage of the selection process, partner universities will assess the applications of the students enrolled in their institution. The evaluation will be made according to the following criteria:

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

A weight of 60% will be assigned to the assessment of the partner HEI and 40% to the UC. Both scores will be added to obtain the final scores.

On equal terms, priority will be given to applicants who have never participated in the Erasmus programme before or who can prove a higher level of language skills.

Partner universities will rank evaluated candidates by total score in a nomination list and will include in every case the status 'selected', 'waiting list' or in case there are not enough grants offered for all the evaluated candidates 'not selected' if the applicant does not meet the requirements.

The Internationalisation Committee of the University of Cantabria will validate the selection results sent by partner institutions and will proceed to issue the final nomination list. All procedures will be carried out according to ECHE commitments.

## 8. LIST OF SELECTED BENEFICIARIES

The list of selected beneficiaries will be published at the Erasmus+ KA171 International Credit Mobility website of University of Cantabria and **partner universities will be required to publish them in their own websites.**

Beneficiaries are entitled to appeal in the five natural days after the publication of results. After the appeal period, a new list of final beneficiaries will be published should there be any variations.



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

### 9.1. Partner Institution

- The partner university will collaborate with the UC in the correct implementation of the project, providing relevant documentation and monitoring beneficiaries in all phases of the exchange.
- **The partner institution commits to recognize the studies included in the Learning Agreement counting towards the degree and/or to recognize the academic activity carried out at the University of Cantabria.**
- The partner's institution selection committee must submit a document stating the Absence of Conflict of Interest.
- After the mobility, **the partner institution is to send a copy of the student's transcript of records/academic recognition**, once the academic results have been transferred.

### 9.2. University of Cantabria

The University of Cantabria is responsible for paying to the beneficiaries their individual support and to reimburse/purchase their expenses associated to travel costs by the quickest and most adequate means allowed by its Financial Service.

## 10. OBLIGATIONS OF THE BENEFICIARIES

10.1. Beneficiaries must provide all documents required by the University of Cantabria in due time to its International Relations Office:

- A copy of the visa
- A copy of an insurance policy covering medical costs, accidents, and repatriation.
- The Erasmus+ Grant Agreement issued by the International Relations Office of the UC signed.
- Their travel costs documents (boarding cards, bus tickets or train tickets) upon arrival at the UC.

10.2. Beneficiaries have to complete all the administrative, academic and report requirements of the University of Cantabria and the Erasmus+ program before, during and after their mobility:

- Have the obligation to inform the University of Cantabria about any change regarding the study period abroad, namely in the study plan (by submitting the 'during the mobility' section of the Learning Agreement duly completed), or in the duration of the stay by informing at least one month before the end of the mobility.
- Have the obligation to attend their classes/labs regularly in the UC, except in cases of force majeure.

10.3. At the end of the mobility, the beneficiary will have:

- To **submit the online EU Survey** (participant report) addressed by the Erasmus+ Programme 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 filled.



- To send to the International Relations Office of the UC his/her **travel costs documents** (boarding cards, bus tickets or train tickets) corresponding to the **return trip**.
- To submit the **Recognition Report** addressed by the Erasmus+ Programme after his/her departure.
- To obtain his/her **UC Transcript of Records by downloading it** from the online *Campus Virtual UC* and submit a copy to the contact person in the partner institution.

## 11. DATA PROTECTION

Personal data shall be processed in strict adherence to the stipulations set out under (EU) regulation 2076/679 of the European Parliament and Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/CE (General Data Protection Regulation) and Organic Law 3/2078, of 5 December, on the Protection of Personal Data and guaranteeing of digital rights. Further information concerning the handling of personal data may be found in the following website:

<https://web.unican.es/consejo-direccion/gerencia/rgpd/politica-general-de-proteccion-de-datos-en-la-universidad-de-cantabria>

## 12. DISCLAIMERS

The '2022-1-ES01-KA171-HED-000073368' project is co-financed by the European Union's Erasmus+ Programme. The content of this call is the sole responsibility of the University of Cantabria and neither the European Commission nor the Spanish Service for the Internationalisation of Education (SEPIE) is responsible for any use that may be made of the information contained therein.

The UC reserves the right not to accept applications from those partner universities whose submitted applications do not meet the requirements for validation or that fail to collaborate in the correct implementation of the project.

In case of Force Majeure due the exceptional circumstances, the UC reserves the right to cancel/postpone these International Credit Mobility grants for incoming exchange students until the situation lets activities to be carried on.

Santander, 06 March 2023

Fdo.: Matxalen Llosa Blas  
Vicerrectora de Internacionalización y Compromiso Global  
Universidad de Cantabria



## ANNEX I: PRIORITY AREAS AND LEVEL OF STUDIES AND GRANTS AVAILABLE

### COLOMBIA: 1

Grants / study level	Priority academic area
1 Bachelor (Academic year 2023-2024 only)	Preferably Engineering / Business Administration / Economy / Education

### KENYA: 2

Grants / study level	Priority academic area
2 Master and/or PhD	Preferably Sciences / Engineering

### MOROCCO: 8

Grants / study level	Priority academic area
8 Master and/or PhD	Preferably Engineering

### NIGERIA: 2

Grants / study level	Priority academic area
2 Master and/or PhD	Preferably Sciences / Engineering

### TANZANIA: 2

Grants / study level	Priority academic area
2 Master and/or PhD	Preferably Sciences / Engineering

### TAJKISTAN: 5

Grants / study level	Priority academic area
5 Bachelor (Academic year 2023-2024 only)	Preferably Business Administration / Economy





## **ANNEX II: APPLICATION DOCUMENTS**

Applicants are to submit a copy of the following documents to the corresponding contact person in every partner university as described in Annex III in this call:

- Erasmus+ KA171 application form:  
<https://web.unican.es/en/Studying/admission/application-documents-ka171>
- Copy of passport (must be in force during the whole study exchange period)
- Information about personal data form:  
<https://web.unican.es/en/Studying/admission/application-documents-ka171>
- Curriculum vitae, based on the EUROPASS model:  
<http://europass.cedefop.europa.eu/es/documents/curriculum-vitae>
- Transcript of Records
- Certificate(s) of language skills accreditation
- Certificate of enrolment at home university during the current academic course
- Learning Agreement signed by the student and the academic co-ordinator:  
<https://web.unican.es/en/Studying/admission/application-documents-ka171>
- Participants with fewer opportunities are to submit valid document(s) accrediting this condition
  
- In addition, partner universities will include in the application pack to be sent to the UC the Applicant score list Partner HEI duly validated and completed.**

Should you require more details concerning how to fill in the Learning Agreement, please check these [Guidelines](#).





### 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:

<p><b>UNIVERSIDAD DE CANTABRIA</b> Vicerrectorado de Internacionalización y Compromiso Global Avda. De los Castros s/n 39005 Santander SPAIN</p>	<p><b>Paula López Casado &amp; Pablo Díaz Jubete</b> International Relations Office  <a href="mailto:ka107@unican.es">ka107@unican.es</a></p>
<p><b>UNIVERSIDAD COOPERATIVA DE COLOMBIA</b> COLOMBIA</p>	<p><b>Ramón Fernando COLMENARES QUINTERO</b> Jefe Nacional de Investigación <a href="mailto:ramon.colmenaresq@campusucc.edu.co">ramon.colmenaresq@campusucc.edu.co</a></p>
<p><b>THE TECHNICAL UNIVERSITY OF KENYA</b> KENYA</p>	<p><b>George AMOLO</b> Department of Physics and Space Sciences <a href="mailto:georgeamolo862@gmail.com">georgeamolo862@gmail.com</a></p>
<p><b>NATIONAL INSTITUTE OF POSTS AND TELECOMMUNICATIONS (INPT)</b> MOROCCO</p>	<p><b>Nacima BENOMAR</b> International Relations <a href="mailto:nacima@inpt.ac.ma">nacima@inpt.ac.ma</a></p>
<p><b>ABDELMALEK ESSAËDI UNIVERSITY</b> MOROCCO</p>	<p><b>Naima MOUYOUH</b> International Relations <a href="mailto:naima.mouyouh@gmail.com">naima.mouyouh@gmail.com</a></p>
<p><b>AFRICAN UNIVERSITY OF SCIENCE AND TECHNOLOGY</b> NIGERIA</p>	<p><b>Victoria AGBO</b> Multilateral Projects Office <a href="mailto:vagbo@aust.edu.ng">vagbo@aust.edu.ng</a></p>
<p><b>UNIVERSITY OF DODOMA</b> TANZANIA</p>	<p><b>Directorate of Internationalization</b> <a href="mailto:dcce@udom.ac.tz">dcce@udom.ac.tz</a>; <a href="mailto:rehema.kilonzo@udom.ac.tz">rehema.kilonzo@udom.ac.tz</a></p>
<p><b>INSTITUTE OF ECONOMY AND TRADE OF TAJIK STATE UNIV. OF COMMERCE (IET)</b> TAJIKISTAN</p>	<p><b>Saidqosim MUKHTOROV</b> International Relations <a href="mailto:qosimjon@gmail.com">qosimjon@gmail.com</a></p>