

Call for Erasmus+ KA-107 International Credit Mobility grants for incoming exchange students (Resolution of 19 October 2021 of the Vice-Rectorate for Internationalization and Global Engagement of the University of Cantabria)

1. INTRODUCTION

Through this call of the University of Cantabria (UC) for incoming student mobility in the framework of the Erasmus+ KA-107 Programme (International Credit Mobility between Partner Countries¹ and Programme Countries²), Higher Education Institutions (HEIs) included in Annex I have the possibility to send their Bachelor, Master and Doctorate students to the University of Cantabria for a time-limited exchange period, for which they can obtain academic credits/recognition upon their return to their home university. The mobility includes Erasmus+ co-funding, both for travel expenses and individual support (accommodation and food). The specific characteristics of the mobility places offered are also available in Annex I to this call.

2. SPECIFIC OBJECTIVES OF THE CALL

The Vice-rectorate for Internationalisation and Global Engagement of the UC announces **5 Erasmus+ grants for incoming exchange students** during the academic year **2021-2022** within the framework of the Erasmus+ International Credit Mobility project 2019-1-ES01-KA107-061847 that will be distributed among the following partner HEIs according to the existing Inter-institutional Agreements with the UC and taking into account the Erasmus+ Programme rules and the availability of places:

- Indian Institute of Technology Madras
- Universidade de Cabo Verde

Accepted incoming students from the partner HEIs participating in these projects will be able to spend an exchange period at the UC for which academic recognition is to 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 HEIs, by participating in this call, will ensure the recognition of courses successfully completed in the UC by 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 CO-FINANCING OF THE INTERNATIONAL MOBILITY

Selected applicants will obtain an Erasmus+ grant for travel costs contribution and for individual support. The grants offered may not cover all the possible expenses and are to be considered as a contribution to bearing the costs of staying abroad. In case that the amount is insufficient to cover all costs, participants will need to find other funding sources.

3.1 Duration

Duration of student's exchanges: from 3 months (90 days) minimum to 5 months (150 days) maximum. Mobility must be finished by **July 9, 2022 at the latest**.

¹ the rest of the world except Switzerland, Andorra, Monaco, San Marino, the Vatican City State, Iraq, Yemen and the countries of the Gulf Cooperation Council.

² Belgium, Bulgaria, Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Italy, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden, United Kingdom.

This project has been co-funded with support from the European Commission. This communication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.

Students attending regular courses must stay for a whole academic period 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.

3.2 Travel costs contribution (one round trip plane ticket)

Plane tickets will be purchased preferably by the UC (direct provision) according to the established budget limits (based on the maximum fares of the Erasmus+ distance calculator included in the table below). However, in case participants wish to purchase the flights by their own means, they can apply for reimbursement to UC.

| Country of origin | Travel Distance Band | Maximum amount / participant |
|-------------------|--------------------------|------------------------------|
| Cape Verde | Between 3000 and 3999 Km | 530 € |
| India | 8000 Km and more | 1500 € |

3.3 Individual support

Selected participants will receive individual support under this call that amounts to 850 €/ month. The total and final amount will be calculated on the basis of the number of days academically justified within the framework of the stay. Payments will be carried out in different instalments in accordance with the following procedure:

- 50% of the total amount of the grant (calculated on the basis of the **estimated** total duration) will be paid to the grantee upon arrival at the UC.
- 30% of the total amount of the grant (calculated according to the estimated total duration) will be paid before the end of the third month.
- The remaining 20% (**balance payment**) will be paid at the end of the exchange period, once the grantee has completed the Erasmus+ Final Report (EU Survey). As this last payment is considered as a balance payment, possible adjustments could be made in case of variation of the duration of the initially approved Erasmus+ stay.

Students obtaining this Erasmus+ grant are entitled to keep any other national grant in their home country and applicants with special needs may apply for additional funding (please contact the UC to request information concerning the availability of these funds).

3.4 Academic fees

No academic fees for regular courses will be charged at the UC to the mobility participants.

4. GENERAL ADMISSION REQUIREMENTS

- To be enrolled in an official degree of higher education (Bachelor, Master or PhD) in any of the HEIs included in Annex I in this call during the academic year this call is published as well as during the academic year when the mobility will take place.
- Undergraduate students must carry out their mobility at the UC during at least their **third year** of 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 Erasmus+ Programme.
- It is highly recommended to accredit a B1 level of Spanish to enroll and follow regular courses in Spanish and a B2 level of English to enroll and follow courses taught in English. If the applicant cannot



prove these language requirements by means of an official language certificate, the application may be rejected. Accreditation of higher levels will be considered positively.

- The participation of students will be carried out in accordance to the specific regulations of both the home and the host universities as well as the regulations and the obligations of the grantees included in section 10 of this present call.

5. APPLICATION PERIOD

- From **October 21, 2021 to November 5, 2021**.
- In case that not all of the mobility grants offered are awarded after the application period, the UC reserves the right to open a new application period for the remaining grants that will be duly announced among partner universities.

6. APPLICATION PROCEDURE

Applications for grants must be **centralized and submitted through the corresponding contact person** in each **partner** university (see Annex II to this call).

In order to apply for these Erasmus+ grants, 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 UC:
 - Course offer taught in English for **Bachelor students**:
<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 into Spanish or English scanned and sent to the **contact person** of the partner HEI as indicated in Annex III.

If a candidate proves to come from a disadvantaged socio-economic background³ it must be indicated in the application together with the corresponding justifying documentation. During the final selection, with equivalent score, preference shall be given to students from disadvantaged backgrounds.

7. SELECTION PROCEDURE AND CRITERIA

Applications will be assessed by both a selection committee designated at each partner university and by the Internationalisation Commission of the UC, ensuring 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.

³ Please check summary on disadvantaged background in the Erasmus+ Program Guide, page 12: http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/erasmus-plus-programme-guide2_en.pdf



Once the period for submission of applications has concluded, partner HEIs 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', in case there are not enough grants offered for all the evaluated candidates, or 'not selected' if the applicant does not meet the requirements.

The Internationalisation Committee of the UC will validate the selection results sent by partner HEIs and will proceed to issue the final nomination list.

8. COMMUNICATION OF RESULTS

Application results will be published at the Erasmus+ KA-107 International Credit Mobility website of the UC and **partner HEIs will be required to publish them in their own websites.**

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. Application results will be communicated to partner universities and to selected candidates.

9. OBLIGATIONS OF THE PARTNER INSTITUTION / UNIVERSITY OF CANTABRIA

9.1 Partner Institution

- The partner HEI will collaborate with the UC in the development of the project, providing relevant documentation and monitoring its students during the whole period of the exchange.
- **The partner HEI commits to recognize the studies included in every participant's Learning Agreement counting towards the degree and/or to recognize the academic activity performed at the UC.**
- The partner's HEI 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 UC is responsible for paying to the grantees 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.
- The UC has the right to suspend the payment of the grants if:
 - The grantee withdraws from the project.
 - The grantee holder does not comply with the regulations of both the partner HEI or the UC.
 - The grantee does not fulfil the requirements of the Erasmus+ Programme.

10. OBLIGATIONS OF THE ERASMUS+ PARTICIPANTS

10.1 Once admitted, participants must provide all documents required by the UC in due time to its International Relations Office (ORI):

- A copy of the visa once issued by the Spanish Embassy/Consulate.
- A copy of an insurance policy covering medical costs, accidents, and repatriation.
- Erasmus+ Grant Agreement (it is issued by the ORI of the UC) duly signed.
- Submit their travel costs documents (boarding cards, bus tickets or train tickets) upon arrival in the UC.

The UC has the right to cancel the grant in case that the grantee does not comply with these requirements in due time.

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

10.3 Participants have to complete all the administrative and report requirements of the UC and the Erasmus+ program before, during and after their mobility, as necessary.

10.4 Participants are obliged to inform the UC of any change concerning the mobility period abroad. When the change concerns the academic content, the "during mobility" section of the Learning Agreement must be filled in and sent to the ORI. When the change concerns the duration of the stay, it must be requested to the ORI by email at least one month before the end of the mobility.

10.5 Participants have the obligation to attend their classes/labs regularly in the UC, except in cases of force majeure.

10.6 At the end of the mobility, participants will have:

- To **submit the online EU Survey** (participant report) addressed by the Erasmus+ Programme before his/her departure from the UC, who will be entitled to partly or totally ask to return the Erasmus+ grant if this requirement is not properly and timely fulfilled.
- To send to the ORI of the UC his/her **travel costs documents** (boarding cards, bus tickets or train tickets) corresponding to the **return trip**.
- To download his/her **UC Transcript of Records online** from *Campus Virtual UC* and submit a copy to the contact person in the home university.
- To submit the **Recognition Report** addressed by the Erasmus+ Programme after his/her return to the home university.

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 UC.

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.

12. DISCLAIMERS

The Project 2019-1-ES01-KA107-061847 is co-financed by the European Union's Erasmus+ Programme. The contents of this call are the sole responsibility of the UC 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 derived from the COVID-19 pandemic, 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, 19 October 2021

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

Annex I: priority areas and level of studies and grants available

CAPE VERDE: 2

| Grants / study level | Priority academic area |
|----------------------|------------------------|
| 2 Bachelor | Education |

INDIA, REPUBLIC OF: 3

| Grants / study level | Priority academic area |
|-------------------------------------|---|
| 3 Bachelor and/or Master and/or PhD | <u>Bachelor and Master students:</u> Physics and Mathematics preferably Computing Engineering Economics Business Administration <u>PhD students:</u> Physics Mathematics |

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+ KA-107 application form
(<https://web.unican.es/en/Studying/Documents/Erasmus+%20KA107%20UC%20Student%20Application%20Form.pdf>)
- Copy of passport (must be in force during the whole study exchange period)
- Information about personal data form
(<https://web.unican.es/en/Studying/Documents/INFORMATION%20ABOUT%20PERSONAL%20ATA.pdf>)
- Curriculum vitae, based on the EUROPASS model
(<http://europass.cedefop.europa.eu/es/documents/curriculum-vitae>)
- Transcript of Records issued by the home university
- Certificate(s) of language skills accreditation
- Certificate of enrolment at the home university during the current academic year
- Learning Agreement signed by the student and the academic co-ordinator *
(<https://web.unican.es/en/Studying/Documents/Learning%20agreement%20studies%20form%202018.docx>)
- If you are in a disadvantaged financial, social or cultural situation, you shall submit valid document(s) accrediting that this is your case

Subsequently, each partner university's contact person will gather all the applications and will send them to the UC together with the *Applicant score list Partner HEI* duly validated and completed.

(*) Please check the following websites for information about the academic course offer in English and Spanish language at the UC. You will need this information to complete the Learning Agreement. We recommend that you choose 4-5 study courses for your international study mobility for one semester to comply with UC requirements. Make sure that the number of selected courses complies with your home universities requirements. Please note that this is a preliminary study plan and that it is possible to add/drop courses within the first few days at UC if you need to do so, always with the co-ordinator's approval.

- Academic course offer taught in English for Bachelor studies at:
<https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english>
- Academic course offer taught in Spanish for Bachelor studies at:
<https://web.unican.es/estudios/estudios-de-grado/oferta-de-asignaturas-y-guias-docentes>
- Academic course offer taught in Spanish for Master studies at:
<https://web.unican.es/estudios/estudios-de-master-oficial/oferta-de-asignaturas-y-guias-docentes>

In case 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:

| | |
|---|--|
| UNIVERSIDAD DE CANTABRIA Vicerrectorado de Internacionalización y Cooperación Avda. De los Castros s/n 39005 Santander SPAIN | Paula López Casado Pablo Díaz Jubete International Relations Office, Project Managers ka107@unican.es |
| UNIVERSIDADE DE CABO VERDE CABO VERDE | Bruniguel Andrade International Relations, Cooperation and Academic Mobility Advisor Bruniguel.andrade@adm.unicv.edu.cv Mobility Adviser mobilidade@adm.unicv.edu.cv |
| INDIAN INSTITUTE OF TECHNOLOGY MADRAS INDIA, REPUBLIC OF | Kavitha Gajanur General Manager International Relations deanicsr@iitm.ac.in Shridharr, Akshaya Outbound Coordinator Outbound@ge.iitm.ac.in |