

Mobility project for higher education students and staff

This higher education mobility action supports physical and blended mobility of higher education students in any study fields and cycle (short cycle, bachelor, master and doctoral levels). Students can either study abroad at a partner higher education institution or carry out a traineeship in an enterprise, a research institute, a laboratory, an organisation or any other relevant workplace abroad. Students can also combine a study period abroad with a traineeship, further enhancing the learning outcomes and development of transversal skills. While long term physical mobility is strongly encouraged, this action recognises the need to offer more flexible physical mobility duration to ensure the Programme is accessible to students from all backgrounds, circumstances and study fields.

This action also supports higher education teaching and administrative staff to take part in professional development activities abroad as well as staff from the world of work to teach and train students or staff at higher education institutions. These activities may consist of teaching as well as training periods (such as job shadowing, observation periods, training courses).

Furthermore, this action supports blended intensive programmes, allowing for groups of higher education institutions to jointly develop blended mobility curricula and activities for students as well as academic and administrative staff.

Objectives of the Action

The objective of this action is to contribute to establishing a European Education Area with a global outreach and to strengthen the link between education and research.

The action aims to foster employability, social inclusion, civic engagement, innovation and environmental sustainability in Europe and beyond by enabling students from all study fields and at all study cycles to have the opportunity to study or train abroad as part of their studies. The objectives of the action are to:

- expose students to different views, knowledge, teaching and research methods as well as work practices in their study field in the European and international context;
- develop their transversal skills such as communication skills, language skills, critical thinking, problem solving, inter-cultural skills and research skills;
- develop their forward looking skills, such as digital and green skills, that will enable them to tackle the challenges of today and tomorrow;
- facilitate personal development such as the ability to adapt to new situations and self-confidence.

The objective is also to enable any staff, including staff from enterprises, to teach or train abroad as part of their professional development in order to:

- share their expertise;

- experience new teaching environments;
- acquire new innovative pedagogical and curriculum design skills as well as digital skills;
- connect with their peers abroad to develop common activities to achieve the programme's objectives;
- exchange good practices and enhance cooperation between higher education institutions;
- better prepare students for the world of work.

In addition, the objective is to foster the development of transnational and transdisciplinary curricula as well as innovative ways of learning and teaching, including online collaboration, research-based learning and challenge-based approaches with the objective of tackling societal challenges.

How to access Erasmus+ higher education mobility opportunities?

Individual organisation accreditation - the Erasmus Charter for Higher Education

Higher education institutions (HEIs) must have been awarded the Erasmus Charter for Higher Education (ECHE)¹ before applying for a mobility project to their Erasmus+ National Agency. By signing the Erasmus Charter for Higher Education, higher education institutions commit to provide all the necessary support to mobile participants, including linguistic preparation. To support them, online language support is implemented for all mobility activities. It is made available by the European Commission to eligible participants in order to improve their foreign language competences before and/or during mobility.

Among other ECHE principles, the participating HEI has to carry out mobility for the purpose of studying and teaching only within the framework of prior agreements between institutions and select prospective participants and award mobility grants in a fair, transparent, coherent and documented way, in line with the provisions of its grant agreement with the National Agency. It should ensure such fair and transparent procedures throughout all stages of mobility and in the process of responding to queries/complaints from participants. It must ensure that no fees are charged in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities. After the mobility, the institution also has to ensure that it automatically and fully recognises the outcomes from the learning period abroad.

The ECHE is complemented by the ECHE guidelines², a document which supports higher education institutions in implementing the ECHE principles. Higher education institutions must duly respect the ECHE and its supporting guidelines while implementing all actions that require this accreditation. For this purpose, an ECHE Self Assessment³ is made available to support higher education institutions to assess how they are performing in implementing the ECHE principles and which areas could be strengthened, as well as offering suggestions on how to further improve.

Although higher education institutions in third countries not associated to the Programme are not eligible to sign the ECHE, they have to respect the ECHE principles. Therefore aspects such as fair and transparent selection of participants, recognition of learning outcomes and all the necessary support offered to mobile participants have to be made explicit in the inter-institutional agreement for international mobility.

Group accreditation - Erasmus accreditation for higher education mobility consortia

In addition to individual HEIs, groups of HEIs may apply for funding of a higher education mobility project. Such a group is called a mobility consortium.

An organisation from an EU Member State or third country associated to the Programme, applying on behalf of a mobility consortium for an Erasmus+ grant, must hold a valid Erasmus accreditation for higher education mobility consortia. This accreditation is awarded by the same National Agency that assesses the request for funding for a higher education mobility project. The requests for accreditation and for grants for mobility projects can be made during the same call. However, the grant for mobility projects will be awarded only to those groups of HEIs and organisations that are successful at the end of the accreditation process. To obtain a consortium accreditation, the following conditions must be met:

Eligibility criteria

Eligible participating organisations

A mobility consortium in higher education can be composed of the following participating organisations:

- higher education institutions holding a valid Erasmus Charter for Higher Education;
- any public or private organisation active in the labour market or in the fields of education, training and youth.

Each participating organisation must be established in the same EU Member State or third country associated to the Programme. Mobility consortia cannot be established in third countries not associated to the programme.

Who can apply?

Any eligible participating organisation can act as coordinator and apply on behalf of all the organisations involved in the consortium.

Number of participating organisations

A mobility consortium must comprise a minimum of three eligible participating organisations, including two sending HEIs.

All member organisations of the mobility consortium must be identified at the time of applying for the consortium accreditation.

Duration of the consortium accreditation

The whole programme period.

Where to apply?

To the National Agency of the country in which the applicant organisation is established.

When to apply?

Applicants have to submit their accreditation application by **23 February at 12:00:00 (midday Brussels time) for projects starting as of 1 June of the same year or later years.**

How to apply?

Please see part C of this Guide for details on how to apply.

Award criteria

The application for accreditation will be assessed against the following criteria:

Relevance of the consortium - (maximum score 30 points)

- The relevance of the proposal to:
 - the objectives of the action;
 - the needs and objectives of the organisations participating in the consortium and of the individual participants.
- The extent to which the proposal is suitable for:
 - producing high-quality learning outcomes for participants;
 - reinforcing the capacities and international scope of the organisations participating in the consortium;
 - bringing added value at EU level through results that would not be attained by activities carried out by each individual HEI.

Quality of the consortium composition and the cooperation arrangements - (maximum score 20 points)

- The extent to which:
 - the consortium involves an appropriate composition of sending higher education institutions with, where relevant, complementary participating organisations from other socio-economic sectors with the necessary profile, experience and expertise to successfully deliver all aspects of the project;
 - the consortium coordinator has previous experience in managing a consortium or a similar project type;
 - the distribution of roles, responsibilities and tasks/resources is well defined and demonstrates the commitment and active contribution of all participating organisations;
 - tasks/resources are pooled and shared;
 - the responsibilities are clear for contractual and financial management issues;
 - the consortium involves newcomers and less experienced organisations to the action.

Quality of the consortium activity design and implementation - (maximum score 20 points)

- The clarity, completeness and quality of all the phases of a mobility project (preparation, implementation of mobility activities, and follow-up);
- The quality of the practical arrangements, management and support modalities (e.g. finding receiving organisations, matchmaking, information, linguistic and intercultural support, monitoring);
- The quality of cooperation, coordination and communication between the participating

- organisations, as well as with other relevant stakeholders;
- Where relevant, the quality of arrangements for the recognition and validation of participants' learning outcomes, as well as the consistent use of European transparency and recognition tools;
- If applicable, the appropriateness of measures for selecting participants in the mobility activities and for promoting persons with fewer opportunities to participate in mobility activities.

Impact and dissemination - (maximum score 30 points)

- The quality of measures for evaluating the outcomes of the activities led by the consortium;
- The potential impact of the project:
 - on participants and participating organisations during and after the project lifetime;
 - outside the organisations and individuals directly participating in the project, at institutional, local, regional, national and/or international levels.
- The appropriateness and quality of measures aimed at disseminating the outcomes of the activities led by the consortium within and outside the participating organisations and partners.

To be selected for accreditation, proposals must score at least 60 points in total. Furthermore, they must score at least half of the maximum score points for each award criterion.

Setting up a project

The applicant organisation applies for the mobility project grant, signs and manages the grant agreement and reporting. The applicant organisation must be based in an EU Member State or a third country associated to the Programme and have a valid higher education accreditation. It may either apply as an individual HEI, requiring an ECHE, or on behalf of a mobility consortium, requiring a consortium accreditation.

Participating organisations involved in the mobility project assume the following roles and tasks:

- **Sending organisation:** in charge of selecting students/staff and sending them abroad. This also includes grant payments (for those in EU Member States and third countries associated to the Programme), preparation, monitoring and automatic recognition related to the mobility period.
- **Receiving organisation:** in charge of receiving students/staff from abroad and offering them a study/traineeship programme or a programme of training activities, or benefiting from a teaching activity. This also includes grant payments (to those coming from third countries not associated to the Programme)
- **Intermediary organisation:** this is an organisation active in the labour market or in the fields of education, training and youth work in an EU Member State or third country associated to the Programme. It may be a member in a mobility consortium, but is not a sending organisation. Its role may be to share and facilitate the administrative procedures of the sending higher education institutions and to better match student profiles with the needs of enterprises in case of traineeships and to jointly prepare participants.

The sending and receiving organisations, together with the students/staff, must have agreed on the activities to be undertaken by the students - in a 'learning agreement' - or by staff members - in a 'mobility agreement' - prior to the start of the mobility period. These agreements define the content for the mobility period abroad, and specify the formal recognition provisions of each party. The rights and obligations are set out in the grant agreement. When the activity is between two higher education institutions (student mobility for studies including blended mobility, and staff mobility for

teaching), an 'inter-institutional agreement' has to be in place between the sending and the receiving institutions before the exchanges can start.

When designing a mobility project, the following horizontal dimensions have to be strengthened:

Horizontal dimensions

Inclusion and diversity in higher education mobility

In order to make access to student and staff mobility as easy as possible, in line with the principles of the ECHE, higher education institutions must ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds. This means including participants with fewer opportunities, such as participants with physical, mental and health related conditions, students with children, students who work or are professional athletes and students from all study fields underrepresented in mobility. Defining internal selection procedures that take into account equity and inclusion and assess applicants' merit and motivation holistically is essential in respecting this principle. Furthermore, higher education institutions are encouraged to establish built-in mobility opportunities, such as mobility windows within their curricula to help facilitate the participation of students from all study fields. In this regard, blended mobility can help offer additional opportunities that may be more suitable for some individuals or student groups. In this context, having in place inclusion officers within the higher education institutions helps address inclusion and diversity. Inclusion officers can for example help raise awareness, define strategies for communication and outreach, ensure adequate support throughout mobility in cooperation with relevant colleagues and help facilitate cooperation between relevant staff within the institution with expertise in the field of inclusion and diversity.

Environmental sustainability and green practices in higher education mobility

In line with the principles of the ECHE, higher education institutions must promote environmentally friendly practices in all activities related to the Programme. This means promoting the use of sustainable means of transport for mobility, taking active steps when organising events, conferences and meetings related to Erasmus+ mobility in a more environmentally friendly manner, and replacing paper-based administrative processes with digital processes (in line with the standards and timeline of the European Student Card Initiative). Higher education institutions should also raise awareness amongst all participants about various measures they can take while abroad to reduce the carbon and environmental footprints of their mobilities and monitor progress towards achieving more sustainable student and staff mobilities.

Digitalisation and digital education and skills in higher education mobility

In line with the principles of the ECHE, higher education institutions should implement digital management of student mobility in line with the technical standards of the European Student Card Initiative. This means that higher education institutions participating in the programme must connect to the Erasmus without Paper Network in order to exchange mobility data and manage online learning agreements and digital inter-institutional agreements as soon as these features become operational. Higher education institutions can use their organisational support funds for the implementation of digital mobility management. The institutions should promote blended mobility, the combination of a physical mobility with a virtual component, within their institution to offer more flexible mobility formats and further enhance the learning outcomes and impact of physical mobility. Higher education institutions must ensure the quality of blended mobility activities and formal recognition for participation in blended mobility, including the virtual component. The institutions

should also raise awareness among their students and staff about opportunities within the programme to acquire and further develop relevant digital skills in all study fields, including Digital Opportunity Traineeships for students and recent graduates to further develop or acquire digital skills⁴. Teaching and administrative staff can also benefit from digital skills trainings to acquire relevant digital skills for making use of digital technologies in courses and for digitalising administration.

Description of the activities

Student mobility

Student mobility can be carried out in any study field and cycle (short cycle/bachelor/master/doctoral). To ensure high-quality mobility activities with maximum impact on the students, the mobility activity has to be compatible with the student's degree-related learning and personal development needs.

Students may carry out the activities described below:

- A **study period** abroad at a partner higher education institution. The study period abroad must be part of the student's study programme to complete a degree at any study cycle. A study period abroad may include a traineeship period as well. Such a combination creates synergies between the academic and professional experience abroad.
- A **traineeship** (work placement, internship) abroad in an enterprise, a research institute, a laboratory, an organisation or any other relevant workplace. Traineeships abroad are supported during studies at any study cycle and for recent graduates. This also includes teaching assistantships for student teachers and research assistantships for students and doctoral candidates in any relevant research facility. To further enhance the synergies with Horizon Europe, these mobilities can also take place in the context of Horizon Europe funded research projects, in full respect of the principle of no double EU funding of activities. Wherever possible, the traineeships should be an integrated part of the student's study programme.
- **Doctoral mobility**

To better meet the diverse learning and training needs of doctoral candidates and to ensure equal opportunities with those that have the status of higher education staff, doctoral candidates and recent graduates ('post-docs')⁵ can undertake short-term or long-term physical study or traineeship mobility periods abroad. Adding a virtual component to the physical mobility is encouraged.

- **Blended mobility**

Any study period or traineeship abroad of any duration, including doctoral mobility, may be carried out as a blended mobility. Blended mobility is a combination of physical mobility with a virtual component facilitating a collaborative online learning exchange and teamwork. For example, the virtual component can bring learners together online from different countries and study fields to follow online courses or work collectively and simultaneously on assignments that are recognised as part of their studies.

Any student can also undertake blended mobility by participating in a **blended intensive programme** according to the specific eligibility criteria for blended intensive programmes,

described in this Guide.

In addition, students (short cycle/bachelor/master) who are not able to participate in long-term physical study or traineeship mobility, for example, due to their study field or because they have fewer opportunities for participation, will be able to carry out a short-term physical mobility by combining it with a compulsory virtual component.

- **Staff mobility**

Staff mobility can be carried out by any type of higher education staff or by invited staff from outside the HEIs. To ensure high-quality mobility activities with maximum impact, the mobility activity has to be related to the staff's professional development and to address their learning and personal development needs. Staff may carry out any of the activities described below:

- A **teaching period** abroad at a partner higher education institution. The teaching period abroad enables any teaching staff at a higher education institution or staff from enterprises to teach at a partner higher education institution abroad. Staff mobility for teaching can be in any study field.
- A **training period** abroad at a partner higher education institution, enterprise or any other relevant workplace. The training period abroad enables any staff at a higher education institution to take part in a training activity abroad that is relevant to their day-to-day work at the higher education institution. It may take the form of training events (excluding conferences) or job shadowing and observation periods.

A staff mobility period abroad can combine teaching and training activities. Any teaching or training period abroad may be carried out as a **blended mobility**.

Blended intensive programmes

These are short, intensive programmes that use innovative ways of learning and teaching, including the use of online cooperation. The programmes may include challenge based learning where transnational and transdisciplinary teams work together to tackle challenges for example those linked to the United Nations' sustainable development goals or other societal challenges identified by regions, cities or companies. The intensive programme should have added value compared to existing courses or trainings offered by the participating higher education institutions and can be multiannual. By enabling new and more flexible mobility formats that combine physical mobility with a virtual part, blended intensive programmes aim at reaching all types of students from all backgrounds, study fields and cycles.

Groups of higher education institutions will have the opportunity to organise short blended intensive programmes of learning, teaching and training for students and staff. During these blended intensive programmes, groups of students or staff as learners will undertake a short-term physical mobility abroad combined with a compulsory virtual component facilitating collaborative online learning exchange and teamwork. The virtual component must bring the learners together online to work collectively and simultaneously on specific assignments that are integrated in the blended intensive programme and count towards the overall learning outcomes.

In addition, blended intensive programmes can be open to student and staff from higher education institutions outside the partnership. Blended intensive programmes build capacity for developing and implementing innovative teaching and learning practices in the participating HEIs.

International mobility involving third countries not associated to the Programme

The primary focus of the higher education mobility action is to support mobility activities among EU Member States and third countries associated to the Programme – the European dimension. In addition, the action supports the international dimension through two strands of mobility activities involving third countries not associated to the Programme across the whole world. One strand supports mobility to all third countries not associated to the Programme (regions 1-14⁶) and is funded by EU internal policy funds⁷. Another strand supports mobility to and from third countries not associated to the Programme (with the exception of regions 13 and 14) and is funded by EU external action instruments (see section "eligible countries" in Part A of this Guide).

The two strands of international mobility pursue different, yet complementary objectives, reflecting the policy priorities of the respective funding sources:

International outgoing mobility supported by internal policy funds

The priority focus is on the development of forward-looking and other relevant skills of students and staff from HEIs located in the EU Member States and third countries associated to the Programme. International mobility activities to any non-associated country are financed from the grant awarded to mobility projects. Grant beneficiaries may use up to 20% of the last awarded grant for outgoing mobility to non-associated countries all over the world (Regions 1-14). These opportunities are intended to encourage an organisation in an EU Member State or third country associated to the Programme to develop outgoing mobility activities with several third countries not associated to the Programme, and are expected to cover the widest possible geographic scope.

International outgoing and incoming mobility supported by external policy funds

This action follows the EU's external policy priorities; and as such, a number of targets and rules for cooperation are set with the twelve eligible regions (1-12), which are detailed hereafter in the section "additional information for mobility projects supported by external policy funds".

International mobility activities described in this action, unless stated otherwise, are applicable to both strands.

What are the criteria used to apply for and implement a mobility project?

General Eligibility Criteria of mobility projects

A higher education mobility project must respect the following formal criteria below in order to be eligible for an Erasmus+ grant. General eligibility criteria address general requirements at project level, whereas the specific criteria listed in the following sections address the requirements for the implementation of specific activities.

Eligible activities

Higher education institutions (HEIs) may implement one or more of the following activities:

- Student mobility for studies
 - Student mobility for traineeships

- Staff mobility for teaching
- Staff mobility for training
- Blended intensive programmes (not for mobility projects supported by external policy funds)

Eligible mobility activity flows:

- For mobility projects supported by internal policy funds: from EU Member States and third countries associated to the Programme to **any country in the world** (EU Member States and third countries associated to the Programme and third countries not associated to the Programme from the Regions 1-14).
- For mobility projects supported by external policy funds: between EU Member States or third countries associated to the Programme and third countries not associated to the Programme (excluding the Regions 13 and 14).

Who can apply?

Organisations with the following accreditation may apply for a grant:

- For an application as an individual HEI: higher education institutions established in an EU Member State or third country associated to the Programme and awarded with an Erasmus Charter for Higher Education (ECHE).
- For an application as a mobility consortium: coordinating organisations established in an EU Member State or third country associated to the Programme and coordinating a consortium awarded with an Erasmus accreditation for higher education mobility consortia. Organisations that do not hold a valid consortium accreditation can apply for this accreditation on behalf of a mobility consortium during the same call as when applying for a mobility project grant or a previous call. All the involved higher education institutions from EU Member States and third countries associated to the Programme must hold an Erasmus Charter for Higher Education (ECHE). These organisations will be eligible for a mobility project only if their application for the consortium accreditation is successful.

Higher education students and staff cannot apply directly for a grant; the selection criteria for participation in the mobility activities and in blended intensive programmes are defined by the higher education institution in which they study or are employed.

Eligible countries

For participation in activities:

- any EU Member State or third country associated to the Programme
- any third country not associated to the Programme (for possible conditions in mobility projects supported by external policy funds please see the section “Additional information for mobility projects supported by external policy funds” of this action and “Eligible countries” in Part A)

Number of participating organisations

The number of organisations in the application form is one (the applicant). It is either an individual HEI or a mobility consortium coordinator established in an EU Member State or third country associated to the Programme.

During the implementation of the mobility project, a minimum of two organisations (at least one sending and at least one receiving organisation) must be involved. For mobility projects supported by external policy funds, minimum one organisation from a non-associated third country must be

involved.

For blended intensive programmes in mobility projects supported by internal policy funds: in addition to the applicant (applicant HEI or a HEI in an applicant mobility consortium), at least two HEIs from two other EU Member States and third countries associated to the Programme have to be involved in the organisation of the blended intensive programme during implementation.

Duration of project

Mobility projects supported by internal policy funds: 26 months

Mobility projects supported by external policy funds: 24 or 36 months

Where to apply?

To the National Agency of the country in which the applicant organisation is established.

When to apply?

Applicants have to submit their grant application by **23 February at 12:00:00 (midday Brussels time) both for projects funded with internal policy funds starting on 1 June of the same year and for projects funded with external actions instruments starting on 1 August of the same year.**

How to apply?

Please see part C of this Guide for details on how to apply.

Other criteria needed

A HEI may apply for grants to its National Agency via two different channels:

- directly as an individual HEI,
- via a national mobility consortium of which it is a coordinator/member.

A HEI can apply only once per selection round for a mobility project as individual HEI and/or as the coordinating HEI of a given consortium. However, a HEI may be part of or coordinate several different mobility consortia applying at the same time.

Both channels (individual application and consortium application) may be used simultaneously. However, the HEI remains responsible of preventing double funding of a participant when the two channels are used in the same academic year.

The mobility project should implement the European Student Card Initiative to facilitate the online management of the mobility cycle and other more environmentally friendly and inclusive approaches in line with the Erasmus Charter for Higher Education (ECHE) and the ECHE guidelines.

Applicant organisations will be assessed against the relevant **exclusion and selection criteria**. For more information please consult Part C of this Guide.

Specific eligibility criteria for student mobility

Eligible participating organisations

Student mobility for studies:

All participating organisations from EU Member States or third countries associated to the Programme (both sending and receiving) must be higher education institutions (HEIs) awarded with an ECHE. All receiving organisations from third country not associated to the Programme (both sending and receiving) must be HEIs recognised by competent authorities and have signed inter-institutional agreements with their partners from EU Member States or third countries associated to the Programme, before the mobility takes place.

Student mobility for traineeships:

The sending organisation must be a HEI from an EU Member State or third country associated to the Programme awarded with an ECHE or a HEI from a not associated third country recognised by competent authorities that has signed inter-institutional agreements with their partners from EU Member States or third countries associated to the Programme before the mobility takes place.

In case of student mobility for traineeships the receiving organisation can be⁸ :

- any public or private organisation active in the labour market or in the fields of education, training, youth, research and innovation. For example, such organisation can be:
 - a public or private, a small, medium or large enterprise (including social enterprises);
 - a public body at local, regional or national level;
 - embassies or consular offices of the sending EU Member State or third country associated to the Programme;
 - a social partner or other representative of working life, including chambers of commerce, craft/professional associations and trade unions;
 - a research institute;
 - a foundation;
 - a school/institute/educational centre (at any level, from pre-school to upper secondary education, and including vocational education and adult education);
- a non-profit organisation, association, NGO;
- a body providing career guidance, professional counselling and information services;
- a HEI from an EU Member State or third country associated to the Programme awarded with an ECHE, or a HEI from a third country not associated to the Programme recognised by competent authorities that has signed inter-institutional agreements with their partners from an EU Member State or third country associated to the Programme, before the mobility takes place.

Duration of the activity

Student mobility for studies: from 2 months (or one academic term or trimester) to 12 months of physical mobility. This can include a complementary traineeship period, if planned, and may be organised in different ways depending on the context: either one activity after the other or both at the same time. The combination follows the funding rules and minimum duration of study mobility

Student mobility for traineeships: from 2 to 12 months of physical mobility.

Any student, in particular those who are not able to participate in a long-term physical mobility for

studies or for traineeships, may combine a shorter physical mobility with a virtual component (blended short-term mobility). In addition, any student may participate in blended intensive programmes. In these cases, physical mobility must last between 5 days and 30 days and be combined with a compulsory virtual component facilitating collaborative online learning exchange and teamwork. A blended mobility for studies must award a minimum of 3 ECTS credits.

Mobility for studies and/or traineeships for doctoral candidates: from 5 to 30 days or from 2 to 12 months of physical mobility (a study mobility may include a complementary traineeship period, if planned).

Total eligible duration per study cycle:

The same student may participate in mobility periods totalling up to 12 months⁹ of physical mobility maximum per each cycle of study¹⁰, independently of the number and type of mobility activities:

- during the first study cycle (Bachelor or equivalent) including the short-cycle (EQF levels 5 and 6);
- during the second study cycle (Master or equivalent - EQF level 7); and
- during the third cycle as doctoral candidate (doctoral level or EQF level 8).

The duration of a traineeship by recent graduates counts towards the 12 months maximum of the cycle during which they apply for the traineeship.

Venue(s) of the activity

Students must carry out their physical mobility activity in an EU Member State or third countries associated to the Programme or a third country not associated to the Programme different from the country of the sending organisation and the country where the student has his/her accommodation during his/her studies¹¹.

Eligible participants

Students registered in a HEI and enrolled in studies leading to a recognised degree or another recognised tertiary level qualification (up to and including the level of doctorate). In case of doctoral mobility, the participant must be at EQF level 8.

Recent higher education graduates may participate in a mobility for traineeships. The beneficiary organisation may opt out of recent graduate traineeships. Recent graduates must be selected by their HEI during their last year of study, and must carry out and complete their traineeship abroad within one year of obtaining their graduation¹².

Other criteria needed

Student mobility can be in any study field. Student mobility can be a study period combined with a short traineeship (of less than 2 months) while being considered as an overall study period. The student, the sending and the receiving organisation must sign a learning agreement.

The study period abroad must be part of the student's study programme to complete a degree. Wherever possible, the traineeships should be an integrated part of the student's study programme.

Following courses at a higher education institution cannot be considered as a traineeship.

In case of blended student mobility the activities may include participation in courses offered in a

blended learning format at any partner HEI, online training and work assignments or participation in blended intensive programmes.

Regarding international mobility, see “International mobility involving third countries not associated to the Programme”

Specific Eligibility Criteria for Staff Mobility

Eligible participating organisations

Staff mobility for teaching:

The sending organisation must be:

- a HEI from an EU Member State or third country associated to the Programme awarded with an ECHE, or
- a HEI from a third country not associated to the Programme recognised by competent authorities that has signed inter-institutional agreements with their partners from an EU Member State or third country associated to the Programme, or
- in the case of staff invited to teach at HEI: any public or private organisation (not awarded with an ECHE) in an EU Member State or third country associated to the Programme or third country not associated to the Programme active in the labour market or in the fields of education, training, youth, research and innovation. For example, such organisation can be:
 - a public or private, a small, medium or large enterprise (including social enterprises);
 - a public body at local, regional or national level;
 - a social partner or other representative of working life, including chambers of commerce, craft/professional associations and trade unions;
 - a research institute;
 - a foundation;
 - a school/institute/educational centre (at any level, from pre-school to upper secondary education, and including vocational education and adult education);
 - a non-profit organisation, association, NGO;
 - a body providing career guidance, professional counselling and information services.

The receiving organisation must be a HEI from an EU Member State or third country associated to the Programme awarded with an ECHE or a HEI from a third country not associated to the Programme recognised by competent authorities and having signed an inter-institutional agreement with the partner from an EU Member State or third country associated to the Programme before the mobility takes place.

Staff mobility for training:

The sending organisation must be a HEI from an EU Member State or third country associated to the Programme awarded with an ECHE, or a HEI from a third country not associated to the Programme recognised by competent authorities that has signed inter-institutional agreements with their partners from an EU Member State or third country associated to the Programme, before the mobility takes place.

The receiving organisation must be:

- A HEI from a EU Member State or third country associated to the Programme awarded with an ECHE, or a HEI from a third country not associated to the Programme recognised by

competent authorities that has signed inter-institutional agreements with their partners from an EU Member State or third country associated to the Programme before the mobility takes place, or

- any public or private organisation from EU Member States and third countries associated to the Programme (or from third countries not associated to the Programme, if the mobility project is funded with internal policy funds) active in the labour market or in the fields of education, training, youth research and innovation.

Duration of the activity

Staff mobility for teaching and training:

From 2 days to 2 months of physical mobility, excluding travel time. In case of mobility involving third countries not associated to the Programme, the duration must be from 5 days to 2 months. In both cases, the minimum days must be consecutive.

In the case of **invited staff from enterprises**, the minimum duration is 1 day of physical mobility.

A teaching activity has to comprise a minimum of 8 hours of teaching per week (or any shorter period of stay). If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week should be proportional to the duration of that week. The following exceptions apply:

- There is no minimum number of teaching hours for invited staff from enterprises.
- If the teaching activity is combined with a training activity during a single period abroad, the minimum number of hours of teaching per week (or any shorter period of stay) is reduced to 4 hours

Venue(s) of the activity

Staff must carry out their physical mobility activity in any EU Member State or third country associated to the Programme or third country not associated to the Programme different from the country of the sending organisation and the staff country of residence.

Eligible participants

Staff mobility for teaching:

- Staff working at a HEI in an EU Member State or third country associated to the Programme or third country not associated to the Programme.
- Staff from any enterprise from any country, working in a public or private organisation (which is not a HEI holding an ECHE), active in the labour market or in the fields of education, training and youth, research and innovation and are invited to teach at a HEI in any country (including employed doctoral candidates).

Staff mobility for training: Staff working at a HEI in an EU Member State or third country associated to the Programme or third country not associated to the Programme.

Other criteria needed

Staff mobility can be a teaching period combined with a training period while being considered as an overall teaching period. A teaching or training mobility can take place in more than one receiving organisation in the same country, while being considered as one teaching or training period with the

minimum duration of stay applying.

Teaching mobility can be in any study field.

Teaching mobility may include providing training for the development of the partner HEI.

The staff member, the sending and the receiving organisation must sign a mobility agreement.

Regarding international mobility, see “International mobility involving third countries not associated to the Programme”.

Specific eligibility criteria for blended intensive programmes

Eligible participating organisations

A blended intensive programme has to be developed and implemented by at least 3 higher education institutions (HEIs) coming from at least 3 EU Member States and third countries associated to the Programme.

In addition, any other HEI or organisation located in an EU Member State, third country associated to the Programme or third countries not associated to the Programme may participate in order to send participants.

The HEIs sending students and staff to participate as learners in blended intensive programmes must be a HEI from an EU Member State or third country associated to the Programme awarded with an ECHE or a HEI from a third country not associated to the Programme recognised by competent authorities that has signed inter-institutional agreements with their partners from an EU Member State or third country associated to the Programme, before the mobility takes place.

For teaching and training staff involved in the delivery of the programme, it can be any organisation from an EU Member State or third country associated to the Programme or from a third country not associated to the Programme (see eligible participants).

Participants can be sent with Erasmus+ funding or take part at their own costs. HEIs from third countries not associated to the Programme may send participants with Erasmus+, if the receiving institution has, in parallel, a mobility project funded with external policy funds funding incoming students and staff from these countries. These participants from third countries not associated to the Programme do not count towards the minimum requirements.

The receiving HEI must be awarded with the ECHE. The receiving HEI can be the same as or different from the coordinating HEI. Other organisations may also co-host participants in the receiving country during part of the physical activity.

The coordinating HEI must also be awarded with an ECHE. The coordinating/receiving HEI is either the applicant HEI or a HEI member of the applicant mobility consortium for a mobility project funded with internal policy funds.

Duration of the activity

Physical mobility from 5 days to 30 days of programme duration. No eligibility criteria is set for the duration of the virtual component but the combined virtual and physical mobility must award a minimum of 3 ECTS credits for students.

Venue(s) of the activity

The physical activity can take place at the receiving HEI or at any other venue in the country of the receiving HEI.

Eligible participants

Students:

Students registered in a HEI in an EU Member State or a third country associated to the Programme or a third country not associated to the Programme, and enrolled in studies leading to a recognised degree or another recognised tertiary level qualification (up to and including the level of doctorate).

Staff:

Staff working at a HEI in an EU Member State or third country associated to the Programme or a third country not associated to the Programme.

Teaching and training staff involved in the delivery of the programme:

- Staff working at a HEI in an EU Member State, third country associated to the Programme or third countries not associated to the Programme.
- Staff invited to teach at a HEI: coming from any public or private enterprise/organisation (with the exception of HEIs awarded with an ECHE); the enterprise/organisation should come from an EU Member State, third country associated to the Programme or third countries not associated to the Programme active in the labour market or in the fields of education, training and youth, research and innovation; employed doctoral candidates also count as eligible under this action.

Other criteria needed

Blended intensive programmes for students and staff must comprise a short-term physical mobility abroad combined with a compulsory virtual component facilitating a collaborative online learning exchange and teamwork. The virtual component must bring the learners together online to work collectively and simultaneously on specific assignments that are integrated in the blended intensive programme and count towards the overall learning outcomes.

Blended intensive programmes have to award at least 3 ECTS credits for students.

The minimum number of Erasmus+ funded mobile participants in a blended intensive programme is 15 (not including teaching/training staff involved in the delivery of the programme) in order for the programme to be eligible for funding.

The individual support and, when applicable, travel support to participants for the physical activity is provided by the sending organisation (and the receiving HEI in the case of invited staff from enterprises and participants from third countries not associated to the programme funded with external action instruments).

Additional information for mobility projects supported by

external policy funds

The funds available for mobility projects supported by external policy funds are divided between different regions of the world in 12 budgetary envelopes and the size of each budgetary envelope is different according to EU external policy priorities. Further information on the amounts available under each budgetary envelope will be published on the National Agencies' websites.

In general, the funds will have to be used in a geographically balanced way. The EU has set a number of indicative targets regarding geographical balance and priorities that have to be attained at European level over the whole duration of the programme (2021-2027), including cooperation with least developed countries. These indicative targets and priorities do not have to be attained by individual higher education institutions, but National Agencies will take them into account in order to allocate the available budget. These are the targets set for mobility projects supported by external policy funds as a whole at the level of the EU Member States and countries associated to the Programme by call 2027:

- Asia:
 - A minimum of 25% of the budget should be spent on mobility with the least developed countries (LDCs) of the region;
 - No more than 25% of the budget should be spent on mobility with the High Income Countries (HICs) of the region;
 - No more than 15% of the budget should be spent on mobility with China;
 - No more than 10% of the budget should be spent on mobility with India.
- Pacific:
 - No more than 86.5 % of the budget should be spent on mobility with Australia and New Zealand together.
- Sub-Saharan Africa:
 - A minimum of 35% of the budget should be spent on mobility with the least developed countries (LDCs) of the region, with a special emphasis on migration priority countries;
 - no more than 8% of the budget should be spent on mobility with any country.
- Latin America:
 - No more than 30 % of the budget should be spent on mobility with Brazil and Mexico together.
- Eastern Partnership:
 - A minimum of 40% of the budget should be allocated to students with fewer opportunities.
- Southern Neighbourhood:
 - No more than 15% of the budget should be spent on mobility with any country;
 - A minimum of 65% of the funds should be allocated to students, 50% of whom should be with fewer opportunities.
- Western Balkans: emphasis should be on student mobility.

Due to the requirement to contribute to development assistance, mobilities for short-, first- and second cycle students carried out with countries eligible for official development assistance (ODA)¹³ in regions 2-11 are limited to incoming mobility from third countries not associated to the Programme. Outgoing mobility towards these regions is only available for students at doctoral level and for staff.

If the applicant HEI has a mobility project funded with internal policy funds, the aforementioned non-eligible international outgoing mobility flows to these regions may be funded by the mobility project funded with internal policy funds in a complementary way.

Finally, higher education institutions are free to apply for 100% staff mobility or 100% student mobility or any combination thereof, provided this complies with any secondary criteria set by the National Agency (see section below).

Secondary criteria for mobility projects supported by external policy funds set by National Agencies

Where the budget envelope for a particular partner region or country is limited, a National Agency may choose to add one or more secondary criteria from the list below:

- Limiting the degree level (for example limiting applications to one or two cycles only – bachelor, master or doctoral level);
- Limiting the duration of mobility periods (for example limiting student mobility to 6 months, or limiting staff mobility to 10 days).

In the event that a National Agency chooses to use secondary criteria, this decision will be communicated in advance of the deadline, in particular on the National Agency's website.

Award criteria

Award criteria for mobility projects supported by internal policy funds

There is no qualitative assessment (the quality has been assessed at the ECHE application stage or when selecting a mobility consortium accreditation) and therefore there are no award criteria.

Any eligible grant application (after having passed the eligibility check) will get funding.

The maximum grant amount awarded will depend on a number of elements:

- the number of mobilities applied for;
- the past performance of the applicant in terms of number of mobilities, good quality in the implementation of activities and sound financial management, in case the applicant has received a similar grant in previous years;
- the number of blended intensive programmes applied for;
- the total national budget allocated for the mobility action for mobility projects supported by internal policy funds.

Award criteria for mobility projects supported by the external policy funds

Eligible grant applications (after having passed the eligibility check) will be assessed on the basis of the following criteria:

Quality of the project design and cooperation arrangements - (maximum 40 points), Project-level award criterion

- The extent to which the applicant organisation describes with clarity the responsibilities, roles and tasks between partners.
- The completeness and quality of arrangements for the selection of participants, the support provided to them and the recognition of their mobility period (in particular in the third country not associated to the Programme).

Relevance of the strategy - (maximum 40 points), Region-level award criterion

- The extent to which the planned mobility project is relevant to the internationalisation strategy of the higher education institutions involved.
- The rationale for choosing staff and/ or student mobility and the previous experience of similar projects with higher education institutions/organisations in the partner region.

Impact and dissemination - (maximum 20 points), Region-level award criterion

- The potential impact of the project on participants, beneficiaries, partner organisations, at local, regional and national levels
- The quality of measures aimed at disseminating the results of the mobility project at faculty and institution levels, and beyond where applicable, in all countries involved.

The applicant will explain how the project meets these three criteria from the point of view of its own institution (or institutions in the case of applications submitted by consortia) and the partner institutions in the third countries not associated to the Programme.

The proposal should include all regional partnerships of the applicant. Only regional partnerships scoring at least 60 points, while meeting a 50% threshold per each award criterion presented in the table, will be considered for funding.

The grant awarded to a higher education institution will depend on a number of elements:

- the number of mobility periods and months/days applied for;
- the budget allocated per country or region;
- the geographical balance within a given region.

Regardless of each region's score over the indicated threshold, the National Agency may prioritise mobilities with certain countries to ensure geographical balance within that region, as defined by the geographical targets mentioned above.

The National Agency is not obliged to fund all the mobilities requested for a particular third country not associated to the Programme, if the request is considered excessive with respect to the budget available.

A) Funding rules applying to all mobility activities

Budget category - Organisational support

Eligible costs and applicable rules

Costs directly linked to the implementation of mobility activities (excluding subsistence and travel for participants).

Financing mechanism: contribution to unit costs.

Rule of allocation: based on the number of mobility participants.

Amount

For mobility projects supported by internal policy funds:

Up to the 100th participant: 400 EUR per participant, and beyond the 100th participant: 230 EUR per additional participant

For mobility projects supported by external policy funds:

500 EUR per participant

Budget category - Inclusion support

Eligible costs and applicable rules

Costs related to the organisation of mobility activities for participants with fewer opportunities requiring additional support based on real costs.

Financing mechanism: contribution to unit costs

Rule of allocation: based on the number of participants with fewer opportunities receiving additional support based on real costs through the inclusion support category.

Amount

100 EUR per participant

Additional costs directly related to participants with fewer opportunities, which cannot be covered through the top-up amount for individual support for participants with fewer opportunities. In particular these costs aim at covering the extra financial support required for participants with physical, mental or health related conditions to allow their participation in the mobility as well as in preparatory visits and for accompanying persons (including costs related to travel and subsistence, if justified and as long as it is not covered through budget categories "travel support" and "individual support" for these participants).¹⁴

Financing mechanism: real costs.

Rule of allocation: the request must be justified by the applicant and approved by the National Agency.

Amount

100% of eligible costs

Budget category - Exceptional costs

Eligible costs and applicable rules

Costs for providing a financial guarantee, if the National Agency asks for it.

In the case of a mobility project funded with internal policy funds: Expensive travel costs of participants eligible for travel support.

Financing mechanism: real costs.

Rule of allocation: the request must be justified by the applicant and approved by the National Agency

Amount

Costs for financial guarantee: 80% of eligible costs

Expensive travel costs: 80% of eligible travel costs

Organisational support grant for the beneficiary (higher education institutions or consortia)

The organisational support grant is a contribution to any cost incurred by the institutions in relation to activities in support of student and staff mobility, both inbound and outbound, to comply with the Erasmus Charter for Higher Education in EU Member States and third countries associated to the Programme, and with the principles of the ECHE as reflected in the inter institutional agreements agreed in the case of institutions from third countries not associated to the Programme. For example:

- organisational arrangements with partner institutions, including visits to potential partners, to agree on the terms of the inter-institutional agreements for the selection, preparation, reception and integration of mobile participants; and to keep these inter-institutional agreements updated;
- provide updated course catalogues for international students;
- provide information and assistance to students and staff;
- selection of students and staff;
- preparation of the learning agreements to ensure full recognition of the students' educational components; preparation and recognition of mobility agreements for staff;
- linguistic and intercultural preparation provided to both incoming and outbound students and staff, complementary to the Erasmus+ Online Language Support;
- facilitate the integration of incoming mobile participants in the HEI;
- ensure an efficient mentoring and supervision arrangements of mobile participants;
- specific arrangements to ensure the quality of student traineeships in receiving enterprises/organisations;
- ensure recognition of the educational components and related credits, issuing transcript of records and diploma supplements;
- support the reintegration of mobile participants and build on their acquired new competences for the benefit of the HEI and peers;
- implement the European Student Card Initiative (digitalisation of mobility management);
- promote environmentally friendly ways of mobility and greening of administrative procedures;
- promote and manage the participation of individuals with fewer opportunities;
- identify and promote civic engagement activities and monitor participation in such activities;
- promote and manage blended and/or international mobility.

Higher education institutions commit themselves to comply with all the principles of the Charter to ensure mobility of high quality, including these ones: "ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences" and "provide appropriate language support to incoming mobile participants ". Advantages can be taken of existing facilities within the institutions for language training. Those HEIs which would be able to provide student and staff mobility of high quality, including language support, at a lower cost (or because it is funded under other sources than EU funding) would have the possibility to transfer

a share of the organisational support grant to fund more mobility activities. The grant agreement specifies the level of flexibility in this regard.

In all cases, beneficiaries will be contractually obliged to deliver such high quality services and their performance will be monitored and checked by National Agencies, taking into account also the participant reports provided by students and staff and directly accessible to the National Agencies and the Commission.

The organisational support grant is calculated on the number of all supported mobile participants (including mobile participants with a zero-grant from EU Erasmus+ funds for the entire mobility period – see below – and staff from enterprises teaching at a HEI). Mobile participants with a zero-grant from EU Erasmus+ funds for the entire mobility period count as supported mobile participant, as they benefit from the mobility framework and organisational activities. Organisational support is therefore also paid for these participants. This excludes persons accompanying participants during their activity abroad. In mobility projects supported by external policy funds, the calculation does not take account of additional mobilities that may be organised by transferring funds between budget categories.

In the case of mobility consortia, this grant can be shared among all the members according to rules that they will have agreed among themselves.

For mobility projects supported by external policy funds, the organisational support grant will be shared by the partners concerned on a mutually acceptable basis decided upon by the participating institutions.

Mobile participants with a zero-grant from EU Erasmus+ funds

Students and staff with a zero-grant from EU Erasmus+ funds are mobile participants that do not receive an EU Erasmus+ grant related to travel and subsistence, but they otherwise fulfil all student and staff mobility criteria and benefit from all advantages of being Erasmus+ student and staff. They may receive a non-Erasmus+ EU fund (ESF, etc.), national, regional or other type of grant to contribute to their mobility costs. The number of mobile participants with a zero-grant from EU Erasmus+ funds for the entire mobility period counts in the statistics for the performance indicator used to allocate the EU budget between the countries.

Inclusion support

A person with fewer opportunities is a potential participant whose personal, physical, mental or health-related conditions is such that his/her participation in the project / mobility action would not be possible without extra financial or other support. Higher education institutions that have selected students and/or staff with fewer opportunities can apply for additional grant support to the National Agency in order to cover the supplementary costs for their participation in the mobility activities. For participants with fewer opportunities, in particular those with physical, mental or health-related conditions, the grant support may therefore be higher than the maximum individual grant amounts set out below. Higher education institutions will describe on their website how students and staff with fewer opportunities can request and justify such additional grant support.

Extra funding for students and staff with fewer opportunities may be provided also from other sources at local, regional and/or national level.

As regards the accompanying persons for students and staff with fewer opportunities, they are entitled to receive a contribution based on real costs.

Each higher education institution, by signing the Erasmus Charter for Higher Education, commits to ensuring equal access and opportunities to participants from all backgrounds. Therefore, students and staff with fewer opportunities can benefit from the support services that the receiving institution offers to its local students and staff.

Exceptional costs for expensive travel

Only participants eligible for a travel support participating in mobility projects supported by internal policy funds are eligible for exceptional costs for expensive travel.

Beneficiaries of mobility projects will be allowed to claim financial support for expensive travel costs of participants under the budget heading "exceptional costs" (80% of total eligible costs). This will be allowed provided that beneficiaries can justify that the funding rules (based on unit costs per travel distance band) do not cover at least 70% of the travel costs of participants. If awarded, the exceptional costs for expensive travel replace the travel support.

Other sources of funding

Students and staff may receive, on top of the EU Erasmus+ grant, or in replacement of the EU grant (mobile participants with a zero-grant from EU funds) regional, national or any other type of grant, managed by another organisation than the National Agency (e.g. Ministry or regional authorities). EU Erasmus+ grants may also be replaced by other funds from the EU budget (ESF, etc.). This type of grants provided by other sources of funding than the EU budget is not subject to the amounts and min/max ranges set in this document.

B) Grant support for the mobility of students

Individual support for physical mobility - base amounts for long-term mobility

Students may receive an individual support grant as a contribution to their additional costs for travel and subsistence related to their period of study or traineeship abroad.

For mobility between EU Member States and third countries associated to the Programme and to third countries not associated to the Programme from Regions 13 and 14, the monthly amounts will be defined by the National Agencies in agreement with National Authorities, and/or the higher education institutions on the basis of objective and transparent criteria as described below. The exact amounts will be published on the websites of National Agencies and of higher education institutions.

EU Member States and third countries associated to the Programme and and third countries not associated to the Programme from Regions 13 and 14¹⁵ are divided into the three following groups:

Group 1 - Countries with higher living costs

Denmark, Finland, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden.

Third countries not associated to the Programme from Region 14

Group 2 - Countries with medium living costs

Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Netherlands, Portugal, Spain.

Third countries not associated to the Programme from Region 13.

Group 3 - Countries with lower living costs

Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Serbia, Slovakia, Slovenia, North Macedonia, Turkey.

The EU Erasmus+ individual support grant provided to students will depend on their mobility flow between the sending and receiving countries of the student, as follows:

- mobility towards a country with similar living costs: students will receive the medium range EU grant;
- mobility towards a country with higher living costs: students will receive the higher range EU grant;
- mobility towards a country with lower living costs: students will receive the lower range EU grant.

The amounts defined by National Agencies will be set within the following minimum and maximum ranges

- **Medium range EU grant:** a medium range, between 260 and 540 EUR per month, will apply to mobility activities towards a country of similar living costs: a) from Group 1 to Group 1, b) from Group 2 to Group 2 and c) from Group 3 to Group 3.
- **Higher range EU grant:** corresponds to the medium range applied by the National Agency plus at least 50 EUR and between 310 and 600 EUR per month. It applies to mobility activities towards a country of higher living costs: a) from Group 2 to Group 1 countries and b) from Group 3 to Group 1 and 2 countries.
- **Lower range EU grant:** corresponds to the medium range applied by the National Agency minus at least 50 EUR and between 200 and 490 EUR per month. It applies to mobility activities towards a country of lower living costs: a) Group 1 to Group 2 and 3 countries and b) from Group 2 to Group 3.

When defining the amounts to be applied by beneficiaries in their country, National Agencies will consider two specific criteria:

- the availability and the level of other sources of co-financing from private or public bodies at local, regional or national level to complement the EU grant;
- the general level of demand of students who intend to study or receive training abroad.

For mobility activities between EU Member States and third countries associated to the Programme and to third countries not associated to the Programme from Regions 13 and 14, National Agencies may decide to grant flexibility to their higher education institutions by fixing ranges instead of amounts at national level. This should be based on justified grounds, for example in countries where co-financing is available at regional or institutional level.

Students and recent graduates with fewer opportunities - top-up amount to the individual support

Students and recent graduates with fewer opportunities receive a top-up amount to the individual

support of their EU Erasmus+ grant with an amount of 250 EUR per month. The criteria to be applied are defined at national level by the National Agencies in agreement with National Authorities.

Students and recent graduates on traineeships - top-up amount to the individual support

Students and recent graduates carrying out traineeships will receive an additional top-up amount to the individual support of the EU Erasmus+ grant with an amount of 150 EUR per month. Students and recent graduates with fewer opportunities who take part in traineeships are entitled to receive the top-up amount for students and recent graduates with fewer opportunities and the top-up amount for traineeships.

Students and recent graduates from outermost regions and OCTs on long-term mobility

Considering the constraints imposed by the remoteness from other EU Member States and third countries associated to the Programme and the economic level, students and recent graduates studying or having studied in higher education institutions located in outermost regions of EU Member States, and Overseas Countries and Territories (OCTs) associated to EU Member States will receive the following higher amounts for individual support

From	To	Amount
Outermost regions and OCTs	EU Member States and third countries associated to the Programme and third countries not associated to the Programme from regions 13 and 14.	700 EUR per month

The top-up amounts for students and recent graduates with fewer opportunities and for traineeships will not apply in this case.

Students and recent graduates on international long-term mobility involving third countries not associated to the Programme

The base amounts for individual support is set as follows:

From	To	Amount
EU Member States and third countries associated to the Programme	Third countries not associated to the Programme from Regions 1-12.	700 EUR per month
EU Member States and third countries associated to the Programme	Third countries not associated to the Programme from Regions 13 and 14.	As described above in section "Grant support for the mobility of students - Individual support for physical mobility"
Third countries not associated to the Programme from Regions 1-12.	Group 1 of EU Member States and third countries associated to the Programme	900 EUR per month
	Group 2 of EU Member States and third countries associated to the Programme	850 EUR per month
	Group 3 of EU Member States and third countries associated to the Programme	800 EUR per month

The top-up amount for students and recent graduates with fewer opportunities will apply in this

case.

The top-up amount for traineeships will apply only in the case of mobility to third countries not associated to the Programme from Regions 13 and 14.

The EU Member States and third countries associated to the Programme include outermost regions and OCTs.

Students and recent graduates on short-term physical mobility (blended mobility and doctoral short-term mobility)

The base amounts of individual support are set as follows:

Duration of the physical activity	Amount (any EU Member States and third countries associated to the Programme or third country not associated to the Programme)
Up to the 14th day of activity	70 EUR per day
15th to the 30th day of activity	50 EUR per day

One travel day before the activity and one travel day following the activity may also be covered by individual support.

Students and recent graduates with fewer opportunities - top-up amount to the individual support for short-term physical mobility

Students and recent graduates with fewer opportunities receive a top-up amount to the individual support of their EU Erasmus+ grant of an amount of 100 EUR for a physical mobility activity period of 5-14 days and 150 EUR for the one of 15-30 days. The criteria to be applied are defined at national level by the National Agencies in agreement with National Authorities.

The top-up amount for traineeships will not apply in this case.

The EU Member States and third countries associated to the Programme include outermost regions and OCTs.

Students and recent graduates not receiving travel support - top-up amount to individual support for green travel

Students and recent graduates who do not receive travel support can opt for green travel. In this case, they will receive a single contribution of 50 EUR as a top-up amount to the individual support and up to 4 days of additional individual support to cover travel days for a return trip, if relevant.

Travel support

The following participants will receive the below amounts of travel support to support them in covering their travel costs (with the exception of those to whom the opt-out described below applies):

- students and recent graduates studying or having studied in higher education institutions located in outermost regions of EU Member States, Cyprus, Iceland, Malta, and Overseas Countries and Territories (OCTs) associated to EU Member States and who are going to EU Member States and third countries associated to the Programme or third countries not associated to the Programme from Regions 13 or 14;

- students and recent graduates with fewer opportunities on short-term mobility; and
- outgoing and incoming students and recent graduates in international mobility involving third countries not associated to the Programme, except Regions 13 and 14.

Travel distances¹⁶	Amount	In case of green travel
Between 0 and 99 KM	23 EUR per participant	
Between 100 and 499 KM	180 EUR per participant	210 EUR per participant
Between 500 and 1999 KM	275 EUR per participant	320 EUR per participant
Between 2000 and 2999 KM	360 EUR per participant	410 EUR per participant
Between 3000 and 3999 KM	530 EUR per participant	610 EUR per participant
Between 4000 and 7999 KM	820 EUR per participant	
8000 KM or more	1500 EUR per participant	

Students and recent graduates who opt for a green travel will receive up to 4 days of additional individual support to cover travel days for a return trip, if relevant.

Inmobility projects supported by internal policy funds, grant beneficiaries may opt out of providing travel support for all eligible students and recent graduates on mobility from EU Member States and third countries associated to the Programme to third countries not associated to the Programme. Students and recent graduates with fewer opportunities are not included in this opt-out and must always receive travel support.

C) Grant support for the mobility of staff

Staff will receive an EU grant as a contribution to their costs for travel and subsistence during the period abroad as follows:

Budget category - Travel support

Eligible costs and applicable rules

Contribution to the travel costs of participants, from their place of origin to the venue of the activity and return.

Financing mechanism: contribution to unit costs.

Rule of allocation: based on the travel distance per participant. The applicant must indicate the distance between the place of origin and the venue of the activity¹⁷ by using the distance calculator supported by the European Commission¹⁸.

Amount

Travel distance	Standard travel	Green travel
10 - 99 km	23 EUR	
100 - 499 km	180 EUR	210 EUR
500 - 1999 km	275 EUR	320 EUR
2000 - 2999 km	360 EUR	410 EUR
3000 - 3999 km	530 EUR	610 EUR
4000 - 7999 km	820 EUR	
8000 km or more	1500 EUR	

Budget category - Individual support

Eligible costs and applicable rules

Costs directly linked to the subsistence of participants during the activity.

Financing mechanism: contribution to unit costs.

Rule of allocation: based on the duration of the stay per participant (if necessary, including also one travel day before the activity and one travel day following the activity) Staff who opt for a green travel will receive up to four days of additional individual support to cover travel days for a return trip, if relevant.

Amount

Up to the 14th day of activity: table A1.1, per day per participant from EU Member States and third countries associated to the programme or table A1.2, per day per participant from third countries not associated to the programme

between the 15th and 60th day of activity: 70% of table A1.1, , per day per participant from EU Member States and third countries associated to the programme or 70% of table A1.2, per day per participant from third countries not associated to the programme

Table A - Individual support (amounts in euro per day)

The amounts depend on the receiving country. These amounts will be set within the minimum and maximum ranges provided in the table below. When defining the amounts to be applied by beneficiaries in their country, National Agencies, in agreement with National Authorities, will consider two specific criteria:

- the availability and the level of other sources of co-financing from private or public bodies at local, regional or national level to complement the EU grant;
- the general level of demand of staff who intend to teach or receive training abroad.

The same percentage within the range should be applied to all destination countries. It is not possible to give the same amount for all destination countries.

Receiving country	Staff from EU Member States and third countries associated to the Programme	Staff from third countries not associated to the Programme
	Min-Max (per day) A1.1	Amount (per day) A1.2
Norway, Denmark, Luxembourg, Iceland, Sweden, Ireland, Finland, Liechtenstein	80-180	180
Third countries not associated to the Programme from Region 14	80-180	Not eligible
Netherlands, Austria, Belgium, France, Germany, Italy, Spain, Cyprus, Greece, Malta, Portugal	70-160	160
Third countries not associated to the Programme from Region 13	70-160	Not eligible

Receiving country	Staff from EU Member States and third countries associated to the Programme	Staff from third countries not associated to the Programme
Slovenia, Estonia, Latvia, Croatia, Slovakia, Czech Republic, Lithuania, Turkey, Hungary, Poland, Romania, Bulgaria, North Macedonia, Serbia	60-140	140
Partner Countries Third countries not associated to the Programme from Regions 1-12	180	Not eligible

For mobility activities between EU Member States and third countries associated to the Programme and to third countries not associated to the Programme from Regions 13 and 14, National Agencies may decide to grant flexibility to their higher education institutions by fixing ranges instead of amounts at national level. This should be based on justified grounds, for example in countries where co-financing is available at regional or institutional level. The exact amounts will be published on the website of each National Agency and higher education institutions.

D) Level of financial support for students and staff defined by higher education institutions and mobility consortia

In all cases, higher education institutions and mobility consortia will be required to respect the following principles and criteria when defining and/or applying the EU rates within their institution:

- Once the rates have been defined by the institutions/consortia, they shall remain the same throughout the duration of the mobility project. It is not possible to decrease or increase the level of grants within the same project.
- The rates must be defined and/or applied in an objective and transparent manner, taking into account all the principles and the methodology described above (i.e. considering the mobility flow as well as the additional specific funding).
- The same level of grant must be given to all students going to the same group of countries for the same type of mobility - studies or traineeships (except for students and recent graduates with fewer opportunities or from outermost EU Member States and third countries associated to the Programme, outermost regions and OCTs).

E) Blended intensive programmes

Budget category - Organisational Support

Eligible costs and applicable rules

Costs directly linked to the organisation of the intensive programmes (excluding subsistence and travel for participants).

Financing mechanism: contribution to unit costs.

Rule of allocation: based on the number of higher education mobility participants (learners) funded from mobility projects supported by internal policy funds, not taking into account teachers/trainers involved in the delivery of the programme.

The coordinating higher education institution applies for the organisation support on behalf of the

group of institutions jointly organising the blended intensive programme.

Amount

400 EUR per participant, with minimum 15 participants and a maximum of 20 funded participants.

The organisational support grant for blended intensive programmes is a contribution to any cost incurred by the institutions involved in relation to the organisation of the blended intensive programmes, such as costs related to the preparation, design, development, implementation and follow-up of the programmes, including the delivery of physical and virtual/remote activities as well as the overall management and coordination.

The coordinating HEI is responsible for sharing the organisational support grant for blended intensive programmes among the partnership where the above-mentioned costs are incurred.

1 <https://erasmus-plus.ec.europa.eu/resources-and-tools/erasmus-charter-for-higher-education>

2 <https://erasmus-plus.ec.europa.eu/document/erasmus-charter-for-higher-education-2021-2027-guidelines>

3 https://ec.europa.eu/programmes/erasmus-plus/eche/start_en

4 Any student traineeship will be considered as a “traineeship in digital skills” when one or more of the following activities are practised by the trainee: digital marketing (e.g. social media management, web analytics); digital graphical, mechanical or architectural design; development of apps, software, scripts, or websites; installation, maintenance and management of IT systems and networks; cybersecurity; data analytics, mining and visualisation; programming and training of robots and artificial intelligence applications. Generic customer support, order fulfilment, data entry or office tasks are not considered in this category.

5 Post-docs may participate in traineeships with the same requirements as any other recent graduate within 12 months of graduating. For those countries where graduates must enrol in obligatory military or civil service after graduation, the period of eligibility for recent graduates will be extended by the duration of that service.

6 For the definition of the regions see section “eligible countries” in Part A of this guide.

7 EU budget Heading 2 - Cohesion, resilience and values

8

The following types of organisations are not eligible as receiving organisations for student mobility for traineeships: EU institutions and other EU bodies including specialised agencies (their exhaustive list is available on the website - http://europa.eu/european-union/about-eu/institutions-bodies_en); organisations managing EU programmes such as Erasmus+ National Agencies (in order to avoid a possible conflict of interests and/or double funding).

9 Prior experience under the Erasmus+ Programme and/or as Erasmus Mundus scholarship holders counts towards the 12 months per study cycle.

10 In one-cycle study programmes, such as medicine, students can be mobile for up to 24 months.

11 In the case of branch campuses that are dependent on the parent institution and covered by the same ECHE, the country where the parent institution is located will be considered as the sending country. Therefore, it is not possible to organise mobilities between branch campuses and the parent institution covered by the same ECHE.

12 For those countries where graduates must enrol in obligatory military or civil service after graduation, the period of eligibility for recent graduates will be extended by the duration of that service.

13 The list of countries for which this requirement applies can be found in the DAC List of Countries receiving Official Development Assistance DAC-List-ODA-Recipients-for-reporting-2021-flows.pdf (oecd.org)

14 In case of accompanying persons, the rates for staff apply. In exceptional cases, where the accompanying person needs to stay abroad for more than 60 days, extra subsistence costs beyond the 60th day will be supported under the budget heading “Inclusion support”.

15 Third countries not associated to the Programme from regions 13 and 14 are only receiving countries.

16 Based on the travel distance per participant. Travel distances must be calculated using the distance calculator supported by the European Commission (http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm). The distance of a one-way travel must be used to calculate the amount of the EU grant that will support the round trip.

17 For example, if a person from Madrid (Spain) is taking part in an activity taking place in Rome (Italy), the applicant will calculate the distance from Madrid to Rome (1365,28 KM) and then select the applicable travel distance band (i.e. between 500 and 1999 km).

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