

**ERASMUS+ INTERNATIONAL CREDIT MOBILITY PROGRAMME
CALL FOR APPLICATIONS FOR BACHELOR AND MASTER STUDENTS
BETWEEN A4U UNIVERSITIES AND PARTNER UNIVERSITIES IN RUSSIA,
SOUTH AFRICA, INDONESIA, INDIA AND MALASIA
2019-2020**

1. Purpose of the Call

Alliance of 4 Universities (A4U) is a strategic partnership of four Spanish public universities: Universitat Autònoma de Barcelona, Universidad Autónoma de Madrid, Universidad Carlos III de Madrid, and Universitat Pompeu Fabra in Barcelona. One of the objectives of A4U internationalization strategy is to promote mobility with leading universities in countries with emerging economies such as Russia, South Africa, Indonesia, India and Malaysia.

A4U has been awarded funds under Erasmus+ International Credit Mobility Programme, which enables Bachelor and Master students from A4U universities and partner universities in Russia, South Africa, and Bachelor students only from partner universities in India, Indonesia and Malaysia to undertake a mobility stay.

The main purposes of this call are:

- To offer study development opportunities to students at participating universities, and to help them achieve sustained improvements in their knowledge.
- To forge and deepen lasting links between A4U universities and its partner universities thus enhancing transnational academic cooperation.
- To improve participants' language and cultural skills, promoting mutual enrichment and understanding.

Mobilities announced in this call should be carried out in 2019-2020 during the period of academic activity and end before 31 July 2020.

2. Participating Higher Education Institutions

The participating Higher Education Institutions (HEIs) in this call are:

<p style="text-align: center;">SPAIN</p> <ul style="list-style-type: none"> • Universitat Autònoma de Barcelona • Universidad Autónoma de Madrid • Universidad Carlos III de Madrid • Universitat Pompeu Fabra, Barcelona 	<p style="text-align: center;">RUSSIA</p> <ul style="list-style-type: none"> • Lomonosov Moscow State University • Higher School of Economics • Russian Presidential Academy of National Economy and Public Administration (RANEPA) • North-West Institute of Management, branch of RANEPA (St. Petersburg) • New Economic School • Russian State University for the Humanities • St. Petersburg University of Information Technologies, Mechanics and Optics (ITMO) • St. Petersburg State Polytechnic University • Moscow Power Engineering Institute • Southern Federal University • Kazan State Technological University
	<p style="text-align: center;">SOUTH AFRICA</p> <ul style="list-style-type: none"> • University of Pretoria • University of the Witwatersrand • Stellenbosch University • University of Cape Town • University of the Western Cape • University of the Free State
	<p style="text-align: center;">INDIA</p> <ul style="list-style-type: none"> • Jawaharlal Nehru University (JNU) Delhi • Indian Institute of Technology of Delhi • Indian Institute of Science in Bangalore • Jaypee Institute of Information Technologies • Symbiosis International University, Pune • St. Xavier's College, Mumbai • Indian Institute of Technology, Bombay
	<p style="text-align: center;">INDONESIA</p> <ul style="list-style-type: none"> • Universitas Indonesia • Institute of Technology of Bandung • Universitas Gadjah Mada • Universitas Airlangga • BINUS University • Telkom University • Universitas Muhammadiyah Yogyakarta
	<p style="text-align: center;">MALAYSIA</p> <ul style="list-style-type: none"> • University of Malaya • Universiti Teknologi Malaysia • Universiti Putra Malaysia • Universiti Sains Malaysia

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An **Interinstitutional Agreement** between the home and the host universities must be signed before the start of the mobility.

3. Grants to be awarded

The following grants are available, distributed as follows:

Incoming from partner countries to A4U universities

Level	From	To	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total
Bachelor and Master	Russia (only within existing agreements)	Spain	6	3-5 months	€850/month	€530	min. €3.080 max. €4.780
	South Africa		1	3-5 months	€850/month	€1.500	min. €4.050 max. €5.750
Bachelor	Indonesia		2	3-5 months	€850/month	€1.500	min. €4.050 max. €5.750
Bachelor	Malaysia		2	3-5 months	€850/month	€1.500	min. €4.050 max. €5.750
Bachelor	India		2	3-5 months	€850/month	€820	min. €3.370 max. €5.070

Outgoing from A4U universities to partner countries

Level	From	To	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total
Bachelor and Master	Spain	Russia (only within existing agreements)	6	3-5 months	€700/month	€530	min. €2.630 max. €4.030

The call is open to all subject areas. However, the applicants must check that the requested mobility matches the offer available at the host university.

The mobility grant consists of a travel allowance and a monthly subsistence allowance according to the flat rates determined by the Erasmus+ Programme. It is a **contribution** towards the costs of the planned Erasmus+ mobility period¹.

The selected participants are free to make travel and accommodation arrangements that best suit their needs and are not required to present receipts for their expenses. **Important:** For booking their flights and accommodation, selected participants need to advance their own funds since the mobility grant will be paid only once their stay begins (see procedures for grants payment in section 8).

The mobility period can be from a minimum of 3 months to a maximum of 5 months. If the mobility period exceeds 5 months, it will not be covered by the grant. During their mobility, students are expected to follow the chosen courses and take exams if required. The credit workload at the receiving institution should be comparable to a full-time credit workload at home institution.

4. Eligibility requisites

To be admitted to the selection process, applicants must fulfill the conditions:

- To take responsibility for carrying out the mobility **in 2019-2020 during the period of academic activity based on the academic calendar of the host university, and always end the mobility before 31 July 2020.**
- To be enrolled at their sending institution at the time of application and during the mobility.
- To be supported for mobility by their sending institution.
- FOR APPLICANTS TO/FROM RUSSIA ONLY: there needs to be a **pre-existing exchange agreement between the sending and receiving institutions (interinstitutional agreement or an exchange agreement)**. That is, Bachelor/Master students can apply for a grant to undertake mobility in the framework of an already existing mobility agreement. Please refer to Annex for the list of valid agreements.
- If the planned mobility activities will be conducted in a language that is not the native language of the applicant, to have an appropriate level of the language of instruction, **B2 being the minimum level. Please check with the sending institution that you have the level required.**
- To have a **minimum average mark on the transcript of records.**

RUSSIA IN: 4,5 out of 5 FOR BOTH MASTER AND BACHELOR APPLICANTS.

RUSSIA OUT: 7 out of 10 FOR BOTH MASTER AND BACHELOR APPLICANTS.

INDIA: 7,5 out of 10 FOR BACHELOR APPLICANTS.

INDONESIA: 3,5 out of 4 FOR BACHELOR APPLICANTS.

¹ As a guideline, the average monthly living expenses in Madrid or Barcelona are 500€ for accommodation in student residence (an apartment shared with other students might be cheaper) and €250 for food.

SOUTH AFRICA and MALAYSIA: no minimum average mark is required.

Given that marks obtained by students in Engineering degrees (Engineering in its various forms such as Electric, Electronic, Mechanical, Industrial, Civil, Aerospace etc.) tend to be lower compared to other disciplines, a coefficient of 1,17 will be applied to their ToR average mark (i.e. ToR will be multiplied by 1,17), in accordance with the Resolution of the Secretary of State for Education, Professional Training and Universities, Spain, published in the Official State Bulletin on 16 August 2018. This coefficient will be only applied to Bachelor students in Engineering who come from/go to Polytechnic Schools or Departments of Engineering at A4U Universities.

- To submit all the required documents before the application deadline. Since completing and getting a learning agreement signed takes time, applicants are strongly advised to start preparing their application as early as possible and to submit it well before the deadline so that there is time to check it and make sure it is complete.

Lower priority will be given to applicants who have already participated in mobility actions in the same study cycle under the LLP-Erasmus Programme, Erasmus Mundus Programme or Erasmus+ Programme. In the case of Erasmus Mundus Master Courses and Erasmus Mundus Joint Master Degrees, previous participation is only taken into account for scholarship holders.

5. Timeline

Call opens	Upon publication on A4U website
Call closes	22 March 2019
Publication of selection results	29 April 2019

6. Application process

The call and the application form will be published on A4U website <http://alliance4universities.eu/en/mobility-scholarships/>. All partner universities websites will refer to it by publishing an announcement.

Applicants must complete an online application form and attach the following documentation:

- **Transcript of academic records (ToR).** In case of Master students, transcripts of academic records for both Bachelor degree and Master courses already taken should be submitted.
- **Letter of support** provided by the sending university, which should indicate the average mark for the applicant's transcript of records (in case of Master students, for two transcripts of records), and confirm that the applicant's level of language is minimum B2.
- **Learning Agreement** signed by the applicant, the sending and the receiving institutions. Applicants should complete ONLY the 1st page of the Learning Agreement. Scanned signatures are accepted.

- **Recommendation letter**, which should NOT be attached to the online application form but instead sent directly by an academic referee to coordinacion@a-4u.eu with “Recommendation letter” in subject line before 22 March 2019.
- **Motivation letter** provided by the applicant.

It is possible to apply for two destinations, in which case the applicant should submit two separate applications. ToR, letter of support and recommendation letter can be the same in both applications. Learning agreement and motivation letter should each be specific to the receiving institution.

International Offices of the participating institutions will assist applicants in the application process. For contact details of A4U universities, please check Section 11 of this Call. Contact details of universities in Russia, South Africa, India, Indonesia and Malaysia can be found in the factsheets available on A4U website.

7. Evaluation criteria and selection

Grants will be awarded through a selection process, based on the quality evaluation of applications and following a procedure which guarantees transparency and fairness.

Evaluation criteria:

- **Academic qualifications** of the candidate based on the transcript of records (60% of the total score).
- **Candidate's profile** based on the recommendation (20% of the total score) and motivation letters (20% of the total score).

The applications will be evaluated by A4U Selection Committee consisting of the Directors of International Relations at A4U universities, with the support of mobility personnel and A4U International Project Manager.

If two or more candidates score equal marks, the decision will seek a balanced distribution of grants among A4U universities.

In case selected applicants outnumber available grants, they will be placed on reserve list.

Selection results will be published on the A4U website <http://alliance4universities.eu/en/mobility-scholarships/> and will be announced to the beneficiaries and partner universities by e-mail.

8. Grant payment procedure

Grants amounts are calculated according to the real arrival and departure dates reported by the host institutions, taking into consideration their academic calendars.

Students going from Russia, South Africa, India, Indonesia and Malaysia to Spain: upon their arrival to Spain, the student needs to open a Spanish bank account, where their grant will be paid

via bank transfers. The first instalment of 70% of the total grant will be paid once the student has registered at the host university, signed the Grant Agreement and received the certificate of arrival. The second instalment of 30% of the total grant will be paid at the end of the mobility when the student has received a certificate of attendance from the host university and has completed the online EU survey.

Students going from Spain to Russia: the procedure is as above, with the only difference that the grant will be paid into the participant's bank account in Spain.

9. Rights of the beneficiary

- To perform the entire mobility period (3 to 5 months) without extensions. The received grant will be proportionate to the duration of mobility.
- To receive the grant according to the fixed rates set out in the Erasmus+ Programme guidelines. To benefit from the tuition fee waiver as a student, notwithstanding other fees for the use of certain services or activities that might be applicable.
- To receive information and advice on the application procedure from home university, as well as pre-departure and on-site guidance from the host university.
- To have the study period abroad recognized by their home university.

10. Obligations of the beneficiary

- To be in possession of adequate insurance throughout the mobility period according to Erasmus+ programme rules. Insurance will be provided and paid for by the Alliance 4 Universities.
- To obtain the visa for the stay in the receiving country and bear the costs of obtaining the visa.
- To book flights and accommodation in the country of destination. For this, beneficiaries need to advance their own funds since the mobility grant will be paid only once their stay begins. Host universities can provide information to participants on how to find suitable accommodation.
- To carry out the mobility stay according to the proposal and dates committed, during 2019-2020, always ending before 31 July 2020.
- To participate, if requested, in sharing their mobility experience.
- To complete the required procedures and fill in the necessary documents as per Erasmus+ Programme before, during and after the mobility period, meeting the deadlines established by A4U. Before mobility: signature of the Learning Agreement and the Grant Agreement. After mobility: submission of the Certificate of Attendance and online EU survey.
- Any other obligation inherent to the Erasmus+ Programme and the internal regulations of the home and host institutions.

11. Information

Should any doubt arise over the interpretation of this Call, the Selection Committee will decide on the case and interpret it in the light of Erasmus+ Programme Guidelines.

A4U International Project Manager will be in charge of the general coordination and management of this Call, and will be the initial point of contact for applicants and beneficiaries.

Olga Belova
A4U International Project Manager
coordinacion@a-4u.eu
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International Relations Services at A4U universities will provide support to incoming and outgoing applicants at the application stage and during mobility.

Mobility Office at Universitat Autònoma de Barcelona (UAB):
erasmus.ka107@uab.cat / +34 93 586 8256

Mobility Office at Universidad Autónoma de Madrid (UAM):
erasmus.ka107.em@uam.es / +34 91 497 2935

Mobility Office at Universidad Carlos III de Madrid (UC3M):
bltoledo@pa.uc3m.es / +34 91 624 8658

International Relations Office at Universidad Pompeu Fabra (UPF):
laia.martinez@upf.edu / +34 935 42 2170

Please note that A4U universities will be closed for Christmas holidays from 22 December 2018 until 7 January 2019 and for Easter holidays from 14 until 22 April 2019.

Any additional information on this call will be published on A4U website
<http://alliance4universities.eu/en/mobility-scholarships/>

Barcelona, 21 November 2018



Margarita Arboix Arzo
President of Alliance 4 Universities
Rector of Universitat Autònoma de Barcelona

Annex

List of exchange agreements valid for mobility of Bachelor/Master students to/from Russia

Universitat Autònoma de Barcelona (UAB)

- North-West Institute of Management, Branch of RANEPA (St. Petersburg)
- Russian State University for Humanities
- Russian Presidential Academy of National Economy and Public Administration (RANEPA)
- Southern Federal University
- Higher School of Economics
- Kazan State Technological University

Universidad Autónoma de Madrid (UAM)

- Higher School of Economics

Universidad Carlos III de Madrid (UC3M)

- Higher School of Economics
- Moscow Power Engineering Institute
- Russian State University for Humanities
- New Economic School
- Saint Petersburg Polytechnic University

Universitat Pompeu Fabra (UPF)

- Higher School of Economics
- St. Petersburg Polytechnic University
- St. Petersburg University of Information Technologies, Mechanics and Optics (ITMO)
- Lomonosov Moscow State University
- Russian Presidential Academy of National Economy and Public Administration (RANEPA)
- Southern Federal University