

**ERASMUS+ INTERNATIONAL CREDIT MOBILITY PROGRAMME
CALL FOR APPLICATIONS FOR BACHELOR AND MASTER STUDENTS
BETWEEN A4U UNIVERSITIES AND PARTNER UNIVERSITIES IN RUSSIA,
SOUTH AFRICA, INDONESIA, AND VIETNAM
2020-2021**

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, and Vietnam.

A4U has been awarded funds under Erasmus+ International Credit Mobility Programme, which enables students from A4U universities and partner universities in the above mentioned countries 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 during 2020-2021 academic year during the period of academic activity, and end before 31 July 2021.

2. Participating higher education institutions and number of available grants

Please see the annex for the country-specific information.

3. General conditions

The call is open to all subject areas. However, 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.

¹ As a guideline, the average monthly living expenses in Madrid or Barcelona are 600€ for accommodation in student residence (an apartment shared with other students might be cheaper) and €250-350 for food.

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. During mobility, students are expected to follow the chosen courses and take exams as required. The credit workload at the receiving institution should be comparable to a full-time credit workload at home institution.

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

4. Eligibility requisites

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

- To take responsibility for carrying out the mobility **in 2020-2021 during the period of academic activity based on the academic calendar of the host university, and always end the mobility before 31 July 2021.**
- 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 (an Erasmus+ interinstitutional agreement or a bilateral exchange agreement)**. That is, Bachelor/Master mobility can only take place in the framework of an already existing mobility agreement. Please refer to the annex for the list of valid agreements.
- If 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. Applicants should check with their sending institution if they have the level required.**
- To have a **minimum average mark on the transcript of records.**
 - RUSSIA INCOMING (FROM RUSSIA TO SPAIN): 4,5 out of 5 FOR BOTH MASTER AND BACHELOR APPLICANTS.
 - RUSSIA OUTGOING (FROM SPAIN TO RUSSIA): 7 out of 10 FOR BOTH MASTER AND BACHELOR APPLICANTS. Also, given that marks obtained by Spanish students in Engineering degrees (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.

- INDONESIA INCOMING (FROM INDONESIA TO SPAIN): 3,6 out of 4 FOR BACHELOR APPLICANTS.
 - SOUTH AFRICA and VIETNAM INCOMING (FROM SOUTH AFRICA AND VIETNAM TO SPAIN): no minimum average mark is required.
- 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.

4. Timeline

Call opens	Upon publication on A4U website
Call closes	27 March 2020
Publication of selection results	30 April 2020

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 and the sending institution. Applicants should complete ONLY the 1st page of the Learning Agreement. Scanned signatures are accepted. *Important:* applicants for outgoing mobility (from Spain to Russia) should have their learning agreement signed by three parties: the applicant, the sending and the receiving institutions.
- **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 the application deadline.
- **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, Indonesia and Vietnam can be found in the factsheets available on A4U website.

Candidates with special needs or disabilities are welcome to apply. Additional funding to cover costs directly related to their participation in the mobility can be obtained, and is conditional on the approval of the Spanish National Agency. The request for additional financial support should be made separately from the application form.

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 applications are of similar quality, the decision will be guided by:

- giving priority to applicants from disadvantaged backgrounds, according to the information provided by partner institutions,
- seeking a balanced distribution of grants among A4U universities.

In case selected applicants outnumber available grants, they will be placed on reserve list and called upon if a grant becomes available.

Selection results will be published on 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

The grant is 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, Indonesia and Vietnam to Spain: upon their arrival to Spain, the student needs to open a Spanish bank account, where their grant will be paid via a bank transfer. 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). 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 an adequate medical insurance throughout the mobility period according to Erasmus+ programme rules. All participants must be insured against the risks linked to their participation in mobility activities. The insurance must cover:
 - medical expenses and accidents, including permanent or temporary incapacity,
 - death, including repatriation,
 - third party liability.

The cost of the insurance will be covered by the participants themselves. A4U recommends [OnCampus Estudia](#) insurance, but participants are free to choose a different product as long as it meets the requirements above.

- 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 2020-2021 academic year, always ending before 31 July 2021.
- 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.

Dr Olga Belova
A4U International Project Manager
coordinacion@a-4u.eu
+34 935 422 079

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):
proyectos_internacionales@uc3m.es / +34 91 624 8658

International Relations Office at Universidad Pompeu Fabra (UPF):
oma.incoming@upf.edu / +34 935 42 2504

Please note that A4U universities will be closed for Christmas holidays from 23 December 2019 until 7 January 2020 and for Easter holidays from 6 until 13 April 2020.

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

Prof. Màrius Martínez

Vice-Rector for International Relations of Universitat Autònoma de Barcelona, on behalf of Alianza
4 Universidades Selection Committee

Bellaterra, 25 November 2019

ANNEX: COUNTRY-SPECIFIC INFORMATION

RUSSIA

1. Higher Education Institutions participating in the exchange

SPAIN	RUSSIA
<ol style="list-style-type: none"> 1. Universitat Autònoma de Barcelona 2. Universidad Autónoma de Madrid 3. Universidad Carlos III de Madrid 4. Universitat Pompeu Fabra, Barcelona 	<ol style="list-style-type: none"> 1. Lomonosov Moscow State University 2. Higher School of Economics 3. Russian Presidential Academy of National Economy and Public Administration (RANEPA) 4. North-West Institute of Management, Branch of RANEPA (St. Petersburg) 5. Russian State University for the Humanities 6. St. Petersburg State Polytechnic University 7. Moscow Power Engineering Institute 8. Southern Federal University

2. Grants to be awarded

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Russia	Spain	Bachelor and Master	4	3-5 months	€850/month	€530	min. €3.080 max. €4.780
Spain	Russia	Bachelor and Master	4	3-5 months	€700/month	€530	min. €2.630 max. €4.030

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

Universitat Autònoma de Barcelona – North-West Institute of Management, Branch of RANEPA (St. Petersburg) – Russian State University for Humanities – RANEPA – Southern Federal University – Higher School of Economics – Saint Petersburg Polytechnic University	Universidad Autónoma de Madrid – Higher School of Economics
Universidad Carlos III de Madrid – Higher School of Economics – Moscow Power Engineering Institute – Saint Petersburg Polytechnic University	Universitat Pompeu Fabra – Higher School of Economics – St. Petersburg Polytechnic University – Lomonosov Moscow State University – RANEPA – Southern Federal University

SOUTH AFRICA

1. Higher Education Institutions participating in the exchange

SPAIN	SOUTH AFRICA
<ol style="list-style-type: none"> 1. Universitat Autònoma de Barcelona 2. Universidad Autónoma de Madrid 3. Universidad Carlos III de Madrid 4. Universitat Pompeu Fabra, Barcelona 	<ol style="list-style-type: none"> 1. University of Pretoria 2. University of the Witwatersrand 3. Stellenbosch University 4. University of Cape Town 5. University of Western Cape 6. University of the Free State

2. Grants to be awarded

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
South Africa	Spain	Bachelor and Master	3	3-5 months	€850/month	€1.500	min. €4.050 max. €5.750

INDONESIA

1. Higher Education Institutions participating in the exchange

SPAIN	INDONESIA
<ol style="list-style-type: none"> 1. Universitat Autònoma de Barcelona 2. Universidad Autónoma de Madrid 3. Universidad Carlos III de Madrid 4. Universitat Pompeu Fabra, Barcelona 	<ol style="list-style-type: none"> 1. Universitas Indonesia 2. Institute of Technology of Bandung 3. Universitas Gadjah Mada 4. Universitas Airlangga 5. BINUS University 6. Telkom University 7. Universitas Muhammadiyah Yogyakarta

2. Grants to be awarded

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Indonesia	Spain	Bachelor	2	3-5 months	€850/month	€1.500	min. €4.050 max. €5.750

VIETNAM

1. Higher Education Institutions participating in the exchange

SPAIN	VIETNAM
<ol style="list-style-type: none"> 1. Universitat Autònoma de Barcelona 2. Universidad Autónoma de Madrid 3. Universitat Pompeu Fabra, Barcelona 4. Universidad Carlos III de Madrid* 	<ol style="list-style-type: none"> 1. Vietnam National University Ho Chi Minh City 2. Vietnam National University in Hanoi 3. Hanoi University of Science and Technology

* By internal agreement of the Alliance 4 Universities, Universidad Carlos III de Madrid (UC3M) will not take part in the current call for Vietnam. Students from Vietnamese universities are invited to submit their applications to any other member of A4U.

2. Grants to be awarded

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Vietnam	Spain	Bachelor	2	3-5 months	€850/month	€1.500	min. €4.050 max. €5.750