

**TERMS OF THE CALL FOR THE ERASMUS+ PARTNER COUNTRIES KA107
PROGRAMME FOR THE MOBILITY OF UNDERGRADUATE AND MASTER'S
STUDENTS FROM THE UNIVERSITY OF EAST SARAJEVO TO THE UNIVERSITY
OF THE BALEARIC ISLANDS**

1. Object of the call

The object of this call is to offer places to students from East Sarajevo University, so that they may undertake part of their university studies at the University of the Balearic Islands during the academic year 2021-2022 (in particular from February/ March to June/ July 2022), under the framework of the ERASMUS+ Partner Countries programme (see Annex I. List of places by country and study programme).

2. Applicant requirements

- To be registered in their home university during the academic year when the application form is submitted and during the whole period of the mobility.
- To have passed a minimum of 60 credits at the time they make their application and to be registered for at least the second year of a higher education degree.
- Applicants are required to submit an official certificate of English or Spanish equivalent to a B2 level. The knowledge of other languages will be assessed by providing an official certification.

3. Length of the exchange

The length of stay at the University of the Balearic Islands will be that which is established in Annex I of this call.

Students who have previously participated in an ERASMUS+ mobility programme, may request another exchange as long as the two stays do not exceed 12 months per cycle of study (undergraduate, master's, and doctorate).

4. Start of the exchange

- The start of the exchange for selected students will start in February/March to June July 2022, in any case the mobilities must end before 30 July 2022 (academic year 2021/22).

All mobilities must be agreed by the home university, the host university and the student, according to academic calendars and availability at the host university.

5. Grant amount

The European Commission has established a European grant in order to contribute to the travel and living expenses during the stays, in accordance with the following criteria:

A) Travel grant: a contribution to travel expenses based on the distance between the UIB and the home university.

Grant amount: **€275** per participant (http://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en)

B) Scholarship – **€850** per month of the stay.

6. Application procedure

1st. Meet the requirements established in point 2 of this call.

2nd. Fill out the **Erasmus+ Partner Countries KA107 programme** application for students from partners countries to UIB, via the SRI webpage <http://internacional.uib.eu/Mobilitat-i-intercanvi/Alumnat-altres-universitats/Estudiants-de-grau/Erasmus-Paisos-associats-KA107/>

Once the application has been completed, applicants must send the following documentation to erasmuska107@uib.es:

- a) A complete copy of their passport.
- b) Their academic transcript in English.
- c) An official certificate recognizing the language abilities required by the UIB.
- d) A learning agreement** with the proposal of the subjects to be taken at the University of the Balearic Islands with a seal of approval from at least the home institution (only for undergraduate and Master's students).
- e) Copy of Bachelor's Degree or master's registration at the home University (only for Master's Students).
- f) A document accrediting the applicant's social or economic vulnerability and/or exclusion, if applicable.

*This documentation must be submitted before the deadline established in point 7 "Application period" of this call.

**See: <https://internacional.uib.eu/Mobilitat-i-intercanvi/Alumnat-altres-universitats/Estudiants-de-grau/Erasmus-Paisos-associats-KA107/> Useful documents/Learning agreement

7. Call deadlines

Application period	Amendments	Provisional decision	Accept/renounce/claim	Final decision
29 November to 12 December 2021	13 to 14 December 2021	16 December 2021	17 to 20 December 2021	21 December 2021

8. Selection procedure

Once the deadline for submitting applications has passed, the International Relations Office at the University of the Balearic Islands will review the applications and will open a period of 2 calendar days for possible amendments.

After this amendment period, applications that meet the requirements will be assessed by the appropriate commission at both the home and host universities. This *ad hoc* commission will be made up of at least two members – coordinators, tutors and/or staff in charge of international and mobility programmes at the corresponding universities.

These commissions will assess the submitted applications guaranteeing, at all times, the principles of equality, merit, capacity and publicity. The assessment criteria to be taken into consideration when assessing submitted applications shall include the following:

- The students' academic transcripts. 35 points
- The proposal of subjects to be taken or the mobility agreement that will be carried out at the host university. 35 points
- Accreditation of language(s) qualifications. 20 points
- First time participation in the programme. Priority will be given to applicants who submit an application in the framework of this programme for the first time. 10 points
- An equitable geographical distribution of mobility between institutions or organizations in partner countries.

Official proof (in writing) of the commission's decision shall be kept at all times.

Once the home and host institutions have assessed the applications, a provisional decision (*provisional list*) with the awarded applicants will be published on the Internet.

9. Procedure for accepting, renouncing the mobility and/or for making a claim

Once the provisional decision has been published, a 2 business day period will be opened for the selected students to accept or renounce their placement or make a claim by email. If they renounce the placement, they should specify a reason.

Applicants who have not been awarded a mobility have the same 2 days period to make a claim if they deem necessary.

Concluded the above stated period, if necessary, an additional 3 business day period will be opened for candidates who were on the waiting list to accept or renounce their placements.

The final decision (*final list*) will be published once all applicants awarded a mobility have accepted them and all claims have been answered.

Notification of the final decision shall be sent to each awardee by email and published on the universities websites.

10. Rights of the recipients

- a) To take full part in in the mobility placement awarded.
- b) To receive financial assistance according to that which is established in these terms and by the programme. Costs not covered by this financial assistance must be covered by the recipient.
- c) To be free from having to pay enrolment fees at the host university.
- d) To receive all the information and counselling needed for preparing for the stay from both the home and host universities.
- e) To recognize the stay as part of his/her education, as indicated in the agreements established between the home and host universities.

11. Obligations of the recipient

- a) Enrolment in 2021-22 academic year should be paid for at students' home universities, and students will be exempt from having to pay any academic or administrative fees, for exams, or to access laboratories or libraries at the University of the Balearic Islands. This notwithstanding, students may be required to pay small fees for insurance, student associations, or use of materials, under the same conditions as local students.
- b) To take out the insurance policy set out by the coordination of the programme and present the receipt of payment and a copy of said policy.
- c) To hold a visa that allows the recipient to undertake the stay.

- d) To carry out the mobility programme during the agreed upon period and fulfilling the commitments made in the application.
- e) To perform the procedures and complete the documentation required by the programme, including signing the Grant Agreement and the Learning Agreement (undergraduate and Master's students)
- f) To complete the corresponding questionnaires to improve programme coordination, including the online evaluation of the mobility programme requested by the European Commission as sponsor of the Erasmus+ programme.
- g) To process the required documents needed for the end of the stay.

12. Students with physical, mental or health-related conditions

Those beneficiaries with physical, mental or health related conditions legally recognized will be entitled to apply for an additional scholarship for staff with special needs.

https://ec.europa.eu/programmes/erasmus-plus/opportunities/individuals/physical-mental-conditions_en

The International Relations Office of the UIB will inform the beneficiary about the procedures and deadlines to apply for this additional scholarship.

13. Privacy and data protection policy

1. In compliance with what is set out in Regulation 2016/679 of 27th April 2016 with regard to the protection of physical persons and the processing of personal data protection and their free movement, we hereby inform you that the institution responsible for processing your data is the University of the Balearic Islands and your personal data shall be processed in the aim of managing grant awards through public calls.
2. This processing is performed as the legal basis set out in clause 6.1. of the GDPR (EU General Data Protection Regulation) in adherence to compliance with the legal obligation applicable to the institution responsible for the processing and storage.
3. No international transfers or assignments of the processed data are planned.
4. Communication of the data through published lists and results in accordance with what is set out in the basis of this call is planned.
5. Personal data shall be processed and stored by the university for the time deemed necessary, in accordance with current legislation and including, where applicable, the resolution of complaints and appeals.
6. All applicants may exercise their access, rectification, opposition, cancellation, portability and limitation rights regarding the processing of their data, and not be subject to individual automated decisions regarding the information provided. To do so, they shall send a request by post to the University of the Balearic Islands, Cra. de Valldemossa km 7.5, 07122 Palma (Balearic Islands).
Where they are not satisfied by the outcome of exercising their rights with the university, applicants may send an e-mail to the university's data protection officer (dpo@uib.cat) or make a complaint to the Spanish Data Protection Agency via the

forms provided on its website, which may be accessed at the following address:
<https://sedeagpd.gob.es>.

14. Acceptance

Participation in this call implies acceptance of all of these terms and those of the Erasmus+ KA107 programme.

15. Responsibility

This call reflects the views only of the author, the Commission and *Sepie - Servicio Español para la Internacionalización de la Educación*- cannot be held responsible for any use which may be made of information contained therein.

Programme coordination

Mr. Ricardo Sagrera

Annex I. Mobility numbers per country and per degree/programme.

Undergraduate/ Master level mobilities

Country	University	Programme at the UIB	Places	Duration
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Bosnia and Herzegovina	-University of East Sarajevo	<ul style="list-style-type: none"> - Degree in English Studies - Degree in Spanish Language and Literature - Degree in Business Administration - Degree in Economics - Degree in Engineering -ICTS 	3	5 months
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