

ERASMUS MUNDUS ACTION 2 STRAND 1  
LOT 6 – RUSSIA

ERANET-PLUS  
(Euro-Russian Academic Network – PLUS)  
Coordinated by Universitat de Barcelona



[www.eranetplus.ub.edu](http://www.eranetplus.ub.edu)

**APPLICANT GUIDELINES**

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## **1. DESCRIPTION**

ERANET-PLUS is an Erasmus Mundus Partnership funded with support from the European Commission that aims to establish strong ties and mobility flows between Russian and European universities. The project, coordinated by the University of Barcelona, has been integrated by 11 European institutions, 9 Russian institutions and 4 associated partners. The key to this project is the successful cooperation and participation of all partners as a solid and coherent working group.

The total number of mobility flows within the program is 160. The programme will be divided into three eligible target groups: TG1, 65% (104 scholarships); TG2, 26% (41 scholarships); and TG3, 9% (15 scholarships).

The ERANET-PLUS project wishes to promote a flexible mobility scheme focusing primarily on the demand for specific subject areas. Furthermore, each institution that participates in the project also offers a wide range of courses to their students, not only English language courses. The diversity of languages, areas of study and cultures covered is a cornerstone of the project, as it provides a great degree of added value to the academic involvement of candidates.

The objective of these guidelines is to provide all candidates the necessary information for application submission. Project information is also included.

## **2. OBJECTIVES**

The ERANET-MUNDUS project aims to establish strong ties and mobility flows between Russian and European universities. The principal objectives are:

- To create lasting associations between Russian HEIs and the European HEIs, providing each institution the experience of the European model and guidance on how to develop new standards.
- To construct a stable mobility between Europe and Russia and to develop a solid framework for future collaborations.
- To meet the disciplinary requirements of interdisciplinary research such as natural sciences, geography and geology, economics and social sciences, culture, language and philology, engineering and technology.
- To build bridges for scientists investigating Environmental Sustainability and Climate Change, to promote awareness of the problematic nature of these rapid changes, and to provide the support to develop new networks related to this issue.
- To create a bridge for an international cooperation in civil rights and citizenship, in sustainable development and in safety based on an more ecologically-motivated economy and society.

- To promote awareness of the cultural and linguistic diversity that will guarantee an intercultural education and find a remedy to the problematic language accreditation system in Russia.
- To train new generations of teachers, doctors, researchers, and professors in a wide range of languages and provide broader cultural awareness.

### **3. ELEGIBILITY OF APPLICANTS**

Candidates should fill in and submit the official application available on the website before the official date of closure. The deadline for the presentation of applications is established according to the central European time. The application form has to be completed in English and some of the required documents must be translated into English as well. All applications will be analysed by the Home and Host institutions and revised by the Selection and Recognition Group members.

There are different conditions that candidates must fulfil in order to be eligible for the scholarship. Candidates must not only meet mobility level requirements but also nationality and other requirements that are presented:

#### **European students**

To be eligible, the candidate:

1. Must be a European undergraduate, master, doctorate or post-doctorate student referred to as “European students.”
2. Must be a national of one of the eligible European countries;
3. Must fulfil the set of requirements for either Target Group I or Target Group II (European students are not eligible for Target Group III classification):
  - Target Group 1 (TGI): students need to be registered at one of the European countries’ HEIs within the partnership at the time of submitting their application to the partnership.
  - Target Group 2 (TGII): students need either to be registered in an HEI (not included in the partnership) in any European country or to have obtained a university degree or equivalent from an HEI in any European country.
4. Must have sufficient knowledge of the language of the courses or of one of the languages currently spoken in the hosting countries.
5. Undergraduate students must have successfully completed at least one year of studies at their first higher education level institution.

## **Russian students**

To be eligible, the candidate:

1. Must be a Russian undergraduate, master, doctorate or post-doctorate student referred to as “third-country students.”
2. Must be a national of Russia;
3. Must not have neither resided nor have carried out their main activity (studies, work, etc) for more than a total of 12 months over the last five years in any of the eligible European countries at the time of submitting their application to the partnership;
4. For Target Group 1 (TG I): students need to be registered at one of the Russian HEIs within the partnership at the time of submitting their application to the partnership. Undergraduate students must have successfully completed at least one year of studies in their home institution;
5. For Target Group 2 (TG II): students need either to be registered in an HEI (not included in the partnership) in Russia or have obtained a university degree (or the equivalent) from an institution in Russia;
6. For Target Group 3 (TG III): students need to be nationals of Russia and be part of a vulnerable target group;
7. Must have sufficient knowledge of the language of the courses or of one of the languages currently spoken in the hosting countries.

## **Academic and administrative staff**

In order to be eligible, the candidate:

1. Must be a national of Russia or one of the eligible European countries;
2. Must work in or be associated with either one of the Russian or EU universities participating in the partnership, according to the candidate’s nationality.

## **Undergraduate mobility level**

To be considered eligible for the undergraduate mobility, students should meet the following requirements:

- Proficiency of the foreign language of the host institution (with a certificate that certifies proficiency);
- Should be registered in one of the partner institutions (TG1 and European candidates);
- Should have completed at least one year of studies in their home institution;
- The academic fields of study for undergraduate candidates are available in the “Academic offer” section of the webpage.

## **Master mobility level**

To be considered eligible for the master mobility, students should meet the following requirements:

- Proficiency of the foreign language of the host institution (with a certificate that certifies proficiency);
- Should be in possession of a bachelor's degree at the end of the 2012-2013 academic year;
- **For exchange students only (mobility stay of 6 or 10 months):** should be registered in one master programme
- The academic fields of study for masters candidates are available in the "Academic offer" section of the webpage;
- Specific requirements from each partner institution, if any, are presented in the "Academic offer" section of the webpage.

### **Doctorate mobility level**

To be considered eligible for the doctorate mobility, students should meet the following requirements:

- Proficiency of the foreign language of the host institution (with a certificate that certifies proficiency);
- Should be in possession of a bachelor's degree and a master's degree, at the end of the 2012-2013 academic year (or any degree leading to the PhD program);
- For exchange students only (mobility stay of 6, 10, 18 months): should be registered in one doctorate programme
- The Host University must support the candidate's proposed outline for research and provide a letter confirming this support. (in English)
- The academic fields of study for doctorate candidates are available in the "Academic offer" section of the webpage;
- Specific requirements from each partner, if any, are presented in the "Academic offer" section of the webpage.

### **Post-doctorate mobility level**

To be considered eligible for the post-doctorate mobility, scholars should meet the following requirements:

- Proficiency of the foreign language of the host institution (with a certificate that certifies proficiency);
- Should be in possession of a doctorate degree at the end of the 2012-2013 academic year;
- Should be registered in one partner institution if applying under TG1;

- Both the Host University as well as the Home University must support the candidate's proposed outline for research/work and provide a letter confirming this support (in English).
- Specific requirements from each partner, if any, are presented in the "Academic offer" section for the webpage;
- The academic fields of study for post-doctorate candidates are available in the "Academic offer" section for the webpage.

### **Staff mobility level**

To be considered eligible for the staff mobility, scholars should meet the following requirements:

- Proficiency of the foreign language of the host institution (with a certificate that certifies proficiency);
- Should be working for or be associated with one of the consortium institutions;
- Both the Host University as well as the Home University must support the candidate's proposed outline for research/work/teaching and provide a letter confirming this support (in English). Specific requirements from each partner, if any, are presented in the "Academic offer" section of the webpage.

### **Target Group 1**

- Nationals of Russia who are registered in one of the Russian universities that is a member of the partnership.
- Nationals of European countries who are registered in one of the European universities that is member of the partnership.

### **Target Group 2**

Nationals of Russia, who:

- are registered/work in a higher education institution in the country that is not included in the partnership (students and staff);
- have obtained a university degree or equivalent by an institution of the country (students only). This includes the possibility of providing mobility opportunities to nationals of Russia working in public administration, public and private enterprises and non-profit organizations (among others).

Nationals of European countries who:

- are either registered/work in a European university (not included in the partnership) of any European country (students and staff);
- have obtained a university degree or equivalent by a university of any European country (students only).

### **Target Group 3**

Nationals of Russia who are in particularly vulnerable situations, for social and political reasons.

For example:

1. having a refugee status or asylum beneficiaries (international or according to the national legislation of one of the European recipient countries) or;
2. it can be proven that the candidate has been the object of unjustified expulsion from university on racial, ethnic, religious, political, gender or sexual inclination or;
3. belonging to an indigenous population targeted by a specific national policy or IDPs (Internally Displaced Persons)

## **4. MOBILITY FLOWS**

The project will only support mobilities from Russia to Europe and from Europe to Russia. The mobility scheme determines the following types of scholarships:

- Undergraduate student scholarships to carry out study abroad at one partner institution of the partnership, conforming to a first cycle of studies degree (bachelor/undergraduate degree), with a duration of 6 or 10 months;
- Masters students to carry out study abroad, in one partner institution of the partnership, conforming to a second cycle of studies degree (master degree), with a duration of 6 or 10 months for exchange students and 10, 12 or 24 months for degree-seeking students;
- Doctorate students to carry out studies abroad, in one partner institution of the partnership, conforming to a third cycle of studies degree (PhD degree), with a duration of 6 or 10 months for exchange students and 36 months for degree-seeking students;
- Post-doctoral candidates to proceed with research for a period abroad, in one partner institution of the partnership, with duration of 6 or 10 months;
- Staff mobility period abroad for the development of knowledge, capacities and experience exchange activities, with duration of 1 month.

The number of scholarships for the project is 160.

There are different calls for applications for the different cohorts to distribute the mobility flows. During the first call for applications 47 applicants were selected as ERANET-PLUS grantees. In this second call for application 52 scholarships will be distributed as follows:



1<sup>st</sup> Call for Applications:

Level of mobility and months		1st CALL				
		EUROPEAN		RUSSIAN		
		TG1	TG2	TG1	TG2	TG3
Undergraduate	6 months	1	-	5	-	1
	10 months	1	-	2	-	2
Master	6 months	1	1	3	-	-
	10/12 months	*	1*	1	1	-
	24 months	-	-	1	3	-
Doctorate	6 months	-	-	2	-	-
	10 months	-	-	1	1	-
	36 months	1	1	1	2	-
PostDoctorate	6 months	1	-	-	-	-
	10 months	-	-	2	2	-
Staff	1 month	2	-	6	-	-
<b>TOTAL</b>		<b>8</b>	<b>3</b>	<b>24</b>	<b>9</b>	<b>3</b>

2<sup>nd</sup> Call for Applications: opened during Autumn 2013:

Level of mobility and months		1st CALL				
		EUROPEAN		RUSSIAN		
		TG1	TG2	TG1	TG2	TG3
Undergraduate	6 months	2	-	5	-	1
	10 months	1	-	2	-	3
Master	6 months	1	1	2	-	-
	10/12 months	1*	1*	2	1	-
	24 months	-	-	1	3	-
Doctorate	6 months	-	-	3	-	-
	10 months	1	2	1	4	-
	36 months	-	-	-	-	-
PostDoctorate	6 months	1	1	-	-	-
	10 months	-	-	2	2	-
Staff	1 month	2	-	6	-	-
<b>TOTAL</b>		<b>9</b>	<b>5</b>	<b>24</b>	<b>10</b>	<b>4</b>

3<sup>rd</sup> Call for Applications: open during Autumn 2013:

Level of mobility and months		1st CALL				
		EUROPEAN		RUSSIAN		
		TG1	TG2	TG1	TG2	TG3
Undergraduate	6 months	2	-	5	-	1
	10 months	3	-	2	-	6
Master	6 months	-	-	4	1	-
	10/12 months	2*	2*	2	2*	1
	24 months	-	-	-	-	-
Doctorate	6 months	1	1	3	-	-
	10 months	1	1	1	4	-
	36 months	-	-	-	-	-
PostDoctorate	6 months	1	1	1	1	-
	10 months	-	-	2	1	-
Staff	1 month	3	-	6	-	-
<b>TOTAL</b>		<b>13</b>	<b>5</b>	<b>26</b>	<b>9</b>	<b>8</b>

## 5. HOSTING INSTITUTIONS

Only the HEI's partners in the consortium are eligible to host scholars:

Russian partners:

- Russian State Hydrometeorological University (RSHU) in Saint Petersburg
- South Ural State University (USU) in Chelyabinsk
- Siberian Federal University (SibFU) in Krasnoyarsk
- Lomonosov Moscow State University (MSU) in Moscow
- Demidov Yaroslavl State University (YSU) in Yaroslavl
- Lobachevsky State University of Nizhni Novgorod (UNN) in Nizhni
- Pskov State Pedagogical University (PSPU) in Pskov
- Saint Petersburg State University (SPbU) in Saint Petersburg
- Moscow State Linguistic University (MSLU) in Moscow

European partners:

- University of Barcelona (UB), Spain
- Polytechnic University of Catalonia (UPC), Spain
- University of Granada (UG), Spain
- Radboud University Nijmegen (RUN), The Netherlands
- University of Poitiers (U. Poitiers), France
- University of Duisburg-Essen (UDE), Germany
- University of Glasgow (UoG), United Kingdom
- University of Siena (UniSi), Italy
- Slovak University of Agriculture in Nitra (SUA), Slovakia
- Friedrich Schiller University of Jena (Jena), Germany
- Jagiellonian University in Krakow (UJ), Poland

## 6. ACADEMIC OFFERS

ERANET-MUNDUS project wishes to promote a flexible mobility scheme focusing primarily on the demand for specific subject areas. As a result, all fields of study are covered:

1. Agriculture Sciences
2. Architecture, Urban and Regional Planning
3. Art and Design
4. Business Studies, Management Science
5. Education, Teacher Training
6. Engineering, Technology
7. Geography, Geology
8. Humanities

9. Languages and Philology
10. Law
11. Mathematics, Informatics
12. Medical Sciences
13. Natural Sciences
14. Social Sciences
15. Communication and Information Science
16. Other areas of study

Apart from that, each institution that participates in the project offers a range of courses generally available to their students; not only English language courses. The diversity of languages, areas of study, and cultures covered is the cornerstone of this project, as it provides a great degree of added value to the academic involvement of candidates.

## 7. RECOMMENDATIONS TO SUBMIT THE APPLICATION

Procedure to submit the application:

1. Read carefully the candidate guidelines and the rest of information from the web page ([www.eranetplus.ub.edu](http://www.eranetplus.ub.edu));
2. Consult the academic offer and verify that you fulfil all the requirements indicated;
3. Gather all required information to fill out the application form (passport copy, Curriculum Vitae, languages knowledge certificates, degree titles and transcript of records and other documents for TG2 and TG3 beneficiaries, if applicable). All these documents must be uploaded in PDF and/or DOC formats maximum size 2 MB. Without these documents the application will be considered ineligible. Listed below is the information required to fill out an application:

### Application Form

Online Application Form - Undergraduate (Target Group 1)  
 User: [cmansilla](#) (Exit) » [Change password](#)

APPLICATION DATA

- \* 1. [Personal Details](#)
- \* 2. [Home Institution](#)
- \* 3. [Academic Qualifications](#)
- 4. [Employment Experience](#) (N/A for application)
- \* 5. [Language skills](#)
- \* 6. [Publications](#)
- \* 7. [Plan of Studies](#)
- \* 8. [Host Universities you apply to](#)
- \* 9. [Motivation and Added Value](#)
- \* 10. [Documents Upload](#)

Considering that there are partner Universities from 9 different countries, **the application form must be filled in using the English language**, so that the given information may be understood by the 2 selected Universities.

- Personal details (name, surname, date of birth, place of birth, gender, nationality, passport number, address and contact details);
- Home institution (name, applicant's student number, faculty and department, person responsible for your degree at the home HEI and email);
- Academic qualifications (degree, institution, country, grade obtained and date);
- Language skills (mother tongue and other languages);
- Publications;
- Plan of studies (degree attending, work field, duration of the requested scholarship);
- Host university you apply to (field of study, name of the institution and country);
- Motivation and added value;
- Documents to upload;

4. Select at least one of the host institutions between the consortium institutions, bearing in mind the academic offer (this do not apply to staff candidates) and rules of the mobility flow scheme. You can apply to a maximum of 2 host institutions.

## 2. Home Institution

### Details of the Home Institution

Proof of HEI's support to be provided

\* Official Name of the Higher Education Institution:

\* Country:

\* Applicant's Student Number:

### Organization responsible for the Doctorate at the HEI

Faculty/School:

Department:

Name of Academic Supervisor:

Position of the academic supervisor:

Academic Supervisor's Email:

## 8. Host Universities you apply to

Please prioritise the HEIs you are applying to.

\* Research field of the project you intend to develop at the host Institution:

14.3 - Economics

\* Official Name of your first host Institution priority:

University of Barcelona

\* Country:

Spain

\* Official name of the course you intend to attend at the host institution selected as first priority:

Post-Doctorate Mobility (Duration: 6 to 10)

\* Is your proposal part of any common project of the two institutions?

Yes  No

5. Confirm that all documents have been submitted;

## 10. Documents Upload

Applicants must send (upload) the following documents:

(DOC or PDF, with a maximum of 2 MB each)

Due to limitations in the webserver that hosts this website, the uploaded documents must have a maximum size of 2 MB.

- \* ID card or Passport:
- \* Educational Record / Degree Certificates:   
In the case of having achieved more than one academic degree, the uploaded file must contain the scan of all documents.
- \* Support statement issued by the applicant's HEI:   
Language Certificates (optional):   
If the host institution you're applying to demands specific language skills (eg. Dutch or English), the upload of the correspondent language certificate is mandatory.

6. Prepare a motivation statement (personal, academic, and professional motivation) bearing in mind your goals and the project goals;
7. Only doctorate, post-doctorate, and staff candidates must prepare an outline of their Research/Working plan or Working/Teaching describing the goals, activities, and the proposed work plan.

\* Type of training:

Post-Doctorate

\* Duration of the Requested Scholarship: (Number of months)

\* Describe in detail the work plan you intend to develop at the host HEI:

(Max. 2500 characters)

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Once the information is compiled the candidate should fill out the application form on the website. You must take into account that submitted applications cannot be modified. As a consequence, it is necessary to revise all details and make sure the documents are correctly uploaded (PDF or DOC format) before submitting the application.

After sending the online application, the coordination office will provide an application code. A digital certificate will be created, which also contains the date and time of the submission. This digital certificate will be sent to the candidate immediately after the online application submission. The applicant should save the TXT version of the application and print the digital report. The report contains, along with other information, the code connected to the application. This confirmation does not imply the acceptance of the applicant; it only confirms the submission of the application. Candidates should keep this paper copy throughout the entire process.

The applicant can only submit one application. If the candidate submits more than one application form, the informatics system will automatically consider only the first application submitted as valid.

**The DEADLINE for the submission of the electronic application is 18 January, 2012 at 24.00 (GMT+0/ UTC+0).** Only applications submitted by the deadline and in accordance with the requirements specified on the application form will be accepted. Applications sent by email or fax will not be accepted.

## 8. DOCUMENTS TO SUBMIT

The **required and mandatory documents for an application** are as follows:

<b>All applicants :</b>	<ul style="list-style-type: none"> <li>-Application Form (personal details, home institution, academic qualifications, motivation, host university, language skills...)</li> <li>-Photocopy of passport</li> <li>-Curriculum Vitae (Europass Model)</li> <li>-Academic Achievements (Depends on the mobility level)</li> <li>-Languages knowledge certificates (in accordance with the host institution language and level requirements)</li> </ul> <p>-Recommendation Letters will be considered *All documents must be submitted in English</p>		
<b>AND</b> depending on each case (mobility level and beneficiary group) the following documents:			
	<b>TG1</b>	<b>TG2</b>	<b>TG3</b>
<b>Undergraduate</b> <i>Exchange students and Degree-seeking students</i>	<ul style="list-style-type: none"> <li>-Academic records</li> <li>-Study Plan signed by the home institution</li> </ul>	-	<ul style="list-style-type: none"> <li>-Academic records</li> <li>- Proof of special conditions (also translated in English)</li> <li>-Study Plan signed by the home institution</li> </ul>
<b>Master</b> <i>Exchange students and Degree-seeking students</i>	<ul style="list-style-type: none"> <li>-Undergraduate diploma</li> <li>-Academic records</li> <li>-Study Plan signed by the home institution (only exchange applicants)</li> </ul>	<ul style="list-style-type: none"> <li>-Undergraduate diploma</li> <li>-Academic records</li> <li>-Study Plan signed by the home institution (only exchange applicants)</li> </ul>	<ul style="list-style-type: none"> <li>-Undergraduate Diploma</li> <li>-Academic records</li> <li>- Proof of special conditions (also translated in English)</li> <li>-Study Plan signed by the home institution (only exchange applicants)</li> </ul>
<b>Doctorate</b> <i>Exchange and Degree-seeking students</i>	<ul style="list-style-type: none"> <li>-Undergraduate and Master diploma and academic records (or any degree leading to the PhD)</li> <li>-Invitation letter by the Host University (in English)</li> <li>- Outline of the research plan</li> </ul>	<ul style="list-style-type: none"> <li>-Undergraduate and Master diploma and academic records (or any degree leading to the PhD)</li> <li>-Invitation letter by the Host University (in English)</li> <li>- Outline of the research plan</li> </ul>	<ul style="list-style-type: none"> <li>-Undergraduate and Master diploma and academic records (or any degree leading to the PhD)</li> <li>-invitation letter by the Host University (in English)</li> <li>- Outline of the research plan</li> <li>-Proof of special conditions (also translated in English)</li> </ul>
<b>Post-doctorate</b>	<ul style="list-style-type: none"> <li>-Doctoral diploma</li> <li>- Outline of the working/research plan</li> <li>-Invitation letter by the Host University (in English)</li> </ul>	<ul style="list-style-type: none"> <li>-Doctoral diploma</li> <li>- Outline of the working/research plan</li> <li>-Invitation letter by the Host University (in English)</li> </ul>	<ul style="list-style-type: none"> <li>-Doctoral diploma</li> <li>- Outline of the working/research plan</li> <li>-Invitation letter by the Host University (in English)</li> <li>- Proof of special conditions (translated to English)</li> </ul>
<b>Staff</b>	<ul style="list-style-type: none"> <li>-An invitation letter by the Host University (in English)</li> </ul>	-	-

	- Outline of the teaching/working plan (in English) -A letter of support by the Home University (in English)		
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\*All candidates must also take into account the specific requirements for each programme indicated in the “academic offer” section.

**PASSPORT:** All applicants must indicate their passport number on the application form and must include a photocopy of their passport. For cases in which the applicant does not have a passport, he/she can indicate their national identity number.

**CURRICULUM VITAE:** All applicants must include a CV (Europass model) with academic, professional, and personal information, skills, abilities, and other information applicable to the grant. You can create your CV in the following webpage:

[http://europass.cedefop.europa.eu/europass/home/vernav/Europass+Documents/Europass+CV.csp?loc=en\\_GB](http://europass.cedefop.europa.eu/europass/home/vernav/Europass+Documents/Europass+CV.csp?loc=en_GB)

**MOTIVATION STATEMENT:** All applicants must write a motivation statement explaining his/her personal, academic and professional motivation. It is also important to indicate future plans, goals and personal/professional commitment. Indicate also if there is any special condition that must be taken into account.

**LANGUAGE KNOWLEDGE:** It is COMPULSORY to certify an advanced knowledge of the language in which the courses are led in the host institution (all host institutions have indicated language requirements). Without this advanced language knowledge, the application form will be rejected.

**ACADEMIC RECORDS AND DIPLOMAS:** All applicants must provide a scanned copy of their transcript (academic records with the average mark included) and their diploma certificate. (Master applicants must include their undergraduate diploma and academic records). However, undergraduate applicants are only required to have completed the first course of the degree in order to apply. All these documents must also be in English language (the documents can be issued in English, officially translated in English or translated in English by the candidate and validated by one partner institution).

**LETTERS OF RECOMMENDATION:** Recommendation letters will be considered. These letters should include contact details of the recommending person/institution, in order to verify them.

**PROOF OF SPECIAL CONDITIONS:** A certificate or other document that certifies the special condition is required. Both the original copy (in the original language) as well as an English translation must be provided.

**LETTER OF SUPPORT OF THE HOST INSTITUTION:** All doctorate, post-doctorate and staff candidates must contact the host institution (doctorate programme coordinator, research group director, director of the faculty department) in order to acquire a letter of support from the host institution. This document is COMPULSORY for the application form.

**LETTER OF SUPPORT OF THE HOME INSTITUTION:** ONLY staff candidates are required to include a letter of support from their home institution indicating the institutional interest and the candidate commitment with the institution.

**OUTLINE OF THE RESEARCH/WORKING/TEACHING PLAN:** All doctorate, post-doctorate and staff candidates must write an outline of their proposed research/work/teaching plan including the goals they hope to achieve during their mobility stay. This should include a timetable, mention of previous knowledge of the issue and possible outputs.

**STUDY PLAN:** template here of the document to be filled out.

**INVITATION LETTER:** each university has its own template for the invitation letter.



\*All candidates must also take into account specific requirements indicated for each programme in the "academic offer" section.

**Additional documents (optional):**

**PROOF OF SOCIAL AND OR ECONOMICAL DISADVANTAGE SITUATION:** A certificate or other document that certifies the social and or economical disadvantaged situation. Both the original copy (in the original language) as well as an English translation must be provided. Example of documents to provide: tax declaration of the applicant or person/s that maintain the applicant and a personal declaration indicating these are the economical resources on which the applicant depends, NDFL-2 of the applicant or person/s that maintain the applicant, proof of being a grantee student by the government, accreditation of disability.

## **9. EVALUATION AND SELECTION**

All received and valid applications shall be included as read-only documents in a protected database. All legal requirements shall be respected concerning personal data manipulation; confidentiality will always be maintained. The database will only be accessed and revised by authorized personnel with access codes in the home and host institutions. The coordination team, technical experts which will participate in the evaluation process and the members of the Selection and Recognition Group will also have access.

Before proceeding to the technical/scientific evaluation of the applications, the contact person and/or staff responsible for the implementation of the project in the home institution will verify the eligibility of the candidate, according to the eligibility criteria established, and invalidate those who do not satisfy the criteria.

The applications which comply with the evaluation demands in technical terms will be considered and assessed by the home institution (TG1) and host institution selected by the candidate. With this assessment a candidate's ranking will be elaborated based on academic merit, personal and professional motivation, academic projection, strategic importance and institutional interest of the academic area. The specific distribution of criteria importance is available in the "selection criteria" of the web page.

Apart from this ranking, the Selection and Recognition Group will be in charge of the evaluation of the list of pre-selected candidates issued by the host and home institutions and will establish the distribution of grants according to the selection criteria. Selection procedure will also take into account economic, geographic or any other disadvantages. The promotion of equal opportunities, gender balance and social equity will be taken into account in the percentage of candidates from the different Target Groups.

Furthermore, the balance of the mobility flows, seeking to achieve the maximum participation of each partner both in sending and receiving candidates will also be taken into account. If necessary, extra points will be awarded to candidates requesting a place at a partner institution with lower demand.

After the final selection of the applicants the coordinating institution will send to the home and host institution a list of the selected scholarship holders that will participate in ERANET-PLUS. The coordinating institution will also inform all applicants by email about the selection results and will publish the final list on the consortium website.

<b>Undergraduate</b>	
Academic merit (degree, academic records, letter of recommendation, language level)	0-50
Personal and Professional motivation (motivation statement and CV)	0-20
Academic projection of the candidate	0-10
Strategic importance and institutional interest of the academic area	0-15
Social and economic disadvantage situation	0-5
<b>TOTAL</b>	<b>0-100</b>

<b>Master</b>	
Academic merit (degree, academic records, letter of recommendation, language level)	0-50
Personal and Professional motivation (motivation statement and CV)	0-20
Academic projection of the candidate	0-10
Strategic importance and institutional interest of the academic area	0-15
Social and economic disadvantage situation	0-5
<b>TOTAL</b>	<b>0-100</b>

<b>PhD / Postdoc</b>	
Academic merit (Scientific achievement and academic background)	0-30
Outline of the Research Plan	0-20
Personal and Professional motivation (motivation statement and extracurricular activities)	0-20

Academic projection of the candidate	0-10
Strategic importance and institutional interest of the academic area	0-15
Social and economic disadvantage situation	0-5
<b>Total</b>	<b>0-100</b>

<b>Staff</b>	
Professional Experience	0-40
Outline of the Teaching / Working Plan	0-10
Personal and Professional Motivation	0-20
Academic/ Professional projection of the candidate	0-10
Strategic importance and institutional interest of the academic area	0-15
Social and economic disadvantage situation	0-5
<b>Total</b>	<b>0-100</b>

## 10. PROCESS OF APPEAL

The applicant will be asked to review the application submitted and submit an explanation for the proposed appeal to [eranet2@ub.edu](mailto:eranet2@ub.edu). This proposal will be reviewed by another working group of the ERANET-PLUS team which will then provide an unbiased resolution of the appeal to the candidate.

## 11. INFORMATION AND SUPPORT

All information related to the project implementation is available in the website:  
[www.eranetplus.ub.edu](http://www.eranetplus.ub.edu)

The ERANET-PLUS Team, as the project coordinator, is responsible for the implementation of the preparation tasks and mobility flows development.

Contact details:

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