

## **CALL FOR STUDENT CREDIT MOBILITY TO THE UNIVERSITY OF CADIZ (SPAIN) IN THE FRAME OF THE EUROPEAN PROGRAMME ERASMUS+ KA107 (Project No. 2015-1-ES01-KA107-015456)**

### **GENERAL INFORMATION**

#### **PURPOSE**

The *Erasmus+ Mobility for Studies* programme offers students the chance to spend a period of continuous study at the University of Cádiz.

Mobility students will receive a grant, can attend courses and use all the facilities available at the University of Cádiz with no additional tuition fees (with the exception of any minor fees also applicable to local students). All learning activities approved in the Learning Agreement and completed successfully will be fully recognized at the home university. The Erasmus+ Programme offers students the chance to gain cultural experience abroad, become familiar with other higher education systems and meet young people from other countries, actively contributing to the process of international integration.

The sending Universities will announce this call through their own web pages and also will spread the news about this call in the local and regional media.

#### **FUNDING**

The grants offered to Erasmus+ Mobility for Studies students do not cover all the expenses, but are merely a contribution to bearing the additional costs of the stay abroad.

The grants include:

- A European Union contribution. An amount established according to the country of destination and the actual number of days spent abroad. In particular, the grants are split into groups of countries according to the cost of living. Spain is included in Group 2 and the mobility contribution is **800€ per month**
- An additional amount to cover travel expenses. The amount is calculated according to the distance band appearing below:

100 - 499 km: 180 Euros

500 - 1999 km: 275 Euros

2000 - 2999 km: 360 Euros

3000 - 3999 km: 530 Euros

4000 - 7999 km: 820 Euros

8000 - 19999 km: 1100 Euros

Distance calculator:

[http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm)

The distance will be calculated as follows:

Distance between the city of the home University and Cadiz.

## APPLICATION REQUIREMENTS AND PROCEDURES

### General admission requirements

The student has to be enrolled in the home University which must be a partner of the University of Cadiz in the Erasmus+ frame.

These are the dates to take into account to apply for the Erasmus+ - Mobility for Studies programme for the spring semester of the academic year 2015/16:

Registration period: **1<sup>st</sup> to 15<sup>th</sup> February 2016**

Beginning of semester: **15<sup>th</sup> February 2016**

End of semester: **3<sup>rd</sup> July 2016**

The student has to be pre-selected by his/her home University in order to follow the application procedure.

### Application procedure:

#### Part I: Before your arrival/antes de la llegada

- Application form/Solicitud de plaza
- Learning Agreement/Contrato de estudios
- Copy of Passport/Copia del pasaporte
- Spanish Language Certificate at least B1/Certificado de nivel de español. Al menos nivel B1
- Transcript of Records/Certificado de notas.
- Short Version of CV/Versión corta del CV
- Motivation letter/Carta de motivación or a short version of the research proposal in case of doctorate students/ o un resumen de la propuesta investigadora en caso de alumnos de Doctorado.

These documents are to be sent to your home University (International Office) and they will, in turn, send them to the following address: [erasmus.incoming@uca.es](mailto:erasmus.incoming@uca.es)/Los documentos se envían a la Oficina de Relaciones Internacionales de su Universidad de origen y ellos los enviarán a la siguiente dirección de e-mail: [erasmus.incoming@uca.es](mailto:erasmus.incoming@uca.es)

### Submission of applications

DEADLINE/Fecha máxima: **15<sup>th</sup> October/15 de octubre 2015**

## SELECTION PROCEDURES

All the selection process at the home University will need to meet the criteria of transparency and equal opportunities for all applicants submitting their applications. The specific selection criteria will be clearly established and published in the webpage and by any other means used to spread and announce the call.

### **Criteria for drafting the ranking lists**

The home university will provide a pre-selection of candidates according to the following criteria:

1. For students enrolled in 1st cycle (three-year), 2nd cycle (master):

- Average grade.
- The consistency of the proposed activities with the student's university degree.
- Language skills;
- Any other information indicated by the student in the application (other learning experiences, specific academic interests, etc.).

2. For Master and Doctorate students:

- Average grade.
- The consistency of the proposed research activities.
- Language skills.
- Any other elements indicated by the student in the application (other learning experiences, specific academic interests, etc.).

### **UNIVERSITY OF CADIZ OBLIGATIONS:**

The University of Cadiz will send an acceptance letter and information package to the student once all the applications have been received and checked in detail (around mid-November).

After the arrival the student will receive an information package, student card, internet username and other useful information in a registration meeting with members of the International Office.

The University of Cádiz will provide the student with an academic coordinator at the Faculty where he/she will be enrolled, and who will sign the mobility/learning agreement and will support the student in all the academic matters.

The University of Cádiz will pay the grant after the arrival of the student on the following bases:

- Monthly amount of the grant in Banco Santander (at the end of each month) and the travel expenses (calculated as mentioned above).
- At the end of the mobility the Secretary's office of every Faculty will provide the student with a Transcript of Records or a report of the research results.

### **OBLIGATIONS OF THE STUDENT**

The student will have to send the application form to his/her International Office by the deadline. Once accepted by the University of Cádiz the student has to sign a financial agreement (an e-mail with instructions will be sent to the selected students).

The student has to apply for the visa in his/her home country; the University of Cádiz will send the acceptance letter in due time for this purpose.

The student has to book and assume the travel expenses by himself/herself and have enough money to be able to afford the first month of stay in Spain before he/she receives the first monthly amount and travel expenses.

The student will contract his/her health insurance before leaving his/her home country.

The student has to organize his/her own accommodation. Our Accommodation office at the University of Cadiz will support our students in the search of accommodation (shared students flats).

The student has to attend classes or do research as approved in the learning agreement or the research programme; and compromise himself/herself to inform our International Office and home University in case of an earlier departure.

Three months after the arrival, the student has to sign in the International Office a follow-up form in order for him/her to continue receiving the grant.

Cadiz 21<sup>st</sup> September 2015

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