



Resolution of 19 October 2020 of the Vice-Rectorate for Internationalization and Cooperation of the University of Cantabria, which establishes the regulatory bases and approves the present call for International Credit Mobility grants for incoming exchange students in the framework of the KA107 action of the Erasmus+ program (projects 2018-1-ES01-KA107-049471 and 2019-1-ES01-KA107-061847)

1. INTRODUCTION

Under the Erasmus+ International Credit Mobility action (KA-107), partner Higher Education Institutions (HEIs) in a Partner Country¹ can send its students and doctoral candidates to a partner HEI in a Programme Country², and vice versa. Students or doctoral candidates are able to study abroad for a limited period of time for which credits/academic recognition are obtained.

2. SPECIFIC OBJECTIVES OF THE CALL

The Vice-rectorate for Internationalisation and Cooperation of the University of Cantabria announces 22 Erasmus+ grants for incoming exchange students during the academic year 2020-2021 within the framework of the Erasmus+ International Credit Mobility projects 2018-1-ES01-KA107-049471 and 2019-1-ES01-KA107-061847 that will be distributed among the following partner universities according to the existing Inter-institutional Agreements with the University of Cantabria and taking into account the Erasmus+ Programme rules and the availability of places: Indian Institute of Technology Madras, Institut National des Postes et Télécommunications, Mari State University, National University Cooperation Yamaguchi, Sami Shamon College of Engineering, Universidade de Cabo Verde, Université Abdelmalek Essaâdi de Tetouan, Université Cadi Ayyad, Université Internationale de Rabat and University of North Carolina in Charlotte.

The mobility grants of this call are financed by the Erasmus+ Programme and are carried out under the budgetary application of the Vice-rectorate for Internationalisation and Cooperation, its concession being conditioned to the existence of adequate and sufficient budgetary credit.

Accepted incoming students from the partner universities participating in these projects will be able to spend a exchange period at the University of Cantabria for which academic recognition will be obtained. After their mobility period, they will return to their sending institution to complete their studies and get academic recognition of those courses successfully passed at the University of Cantabria. Partner universities will ensure recognition for successfully completed courses of the mobility students.

This call gathers the criteria for the application of candidates following the guidelines established by the European Commission for this action, as well as the guidelines established by the Spanish Service for the Internationalization of Education (SEPIE).

3. DURATION AND FINANCING OF THE INTERNATIONAL MOBILITY

The selected applicants will obtain a grant for travel costs and a grant for individual support. The grants offered may not cover all the possible expenses, but are considered as a contribution to bearing the additional costs of staying abroad. In case that the amount is insufficient to cover all costs, the students will need to find other funding sources.

¹ the rest of the world except Switzerland, Andorra, Monaco, San Marino, the Vatican City State, as well as Iran, Iraq, Yemen and the countries of the Gulf Cooperation Council.

² Belgium, Bulgaria, Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Italy, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden, United Kingdom.

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3.1 Duration

Duration of student's exchanges: minimum 3 and preferably 5 months maximum. The maximum duration will be determined by academic justification and the budgetary availability of the project. Mobility must be finished by July 18, 2021 at the latest.

Students attending regular courses must stay for a whole academic semester at the receiving institution so as to be able to attend classes and exams. The duration of the stay of Master and PhD students preparing their thesis will require to be previously agreed with both the academic coordinator at the home and at the host university.

3.2 Travel costs contribution (one round trip plane ticket)

Flight tickets will preferably be purchased by mobility participants according to the program regulations, based on the Erasmus+ distance calculator maximum fees:

Country of origin	Travel Distance Band	Maximum amount per participant
Cape Verde	Between 3000 and 3999 Km	530 €
India	8000 Km and more	1500 €
Israel	Between 3000 and 3999 Km	530 €
Japan	8000 Km and more	1500 €
Morocco	Between 500 and 1999 Km	275 €
Russian Federation	Between 3000 and 3999 Km	530 €
USA	Between 4000 and 7999 Km	820 €

In the event that participants find difficulties to purchase the flights by their own means, they can apply to the University of Cantabria for their purchase, with the limit imposed by the corresponding travel distance band.

3.3 Individual support for students

Selected participants will receive a monthly allowance under this call that amounts to 850 €/ month. The total amount will be calculated on the basis of the number of days academically justified within the framework of the stay. Payments will be carried out in different instalments in accordance with the following procedure:

- 50% of the total amount of the grant will be paid to the grantee upon arrival at UC.
- 30% of the total amount of the grant will be paid before the end of the third month.
- 20% of the total amount of the grant will be paid by the end of the exchange period, once the grantee has completed the Erasmus+ online survey. However, this last payment is considered as a **balance payment**, thus possible adjustments could be made in case of a variation in the duration of the Erasmus+ stay initially approved.

Students obtaining this Erasmus+ grant are entitled to keep any other national grant in their home country and applicants with special needs may apply for additional funding (please contact the UC to request information concerning the availability of these funds).

3.4 Academic fees

No academic fees for regular courses will be charged at the University of Cantabria to the mobility participants.



4. GENERAL ADMISSION REQUIREMENTS

- To be enrolled in an official degree of higher education in any of the universities participating in this call during the current academic year 2020/2021 as well as during the previous academic year (applicable to bachelor students).
- To have previously completed the equivalent of two years of university studies (applicable to bachelor students).
- To fulfill the academic requirements of the existing Inter-institutional Agreements and Annex I of this call.
- To fulfill the specific requirements of the Erasmus+ Programme.
- It is highly recommended to accredit a B1 level of Spanish to register and follow regular courses in Spanish and a B2 level of English to register and follow courses taught in English. In case the applicant cannot prove these language requirements by means of an official language certificate, the application could be discarded by the UC. Accreditation of higher levels will be assessed positively.
- The participation of students will be carried out in accordance to the specific regulations of both universities as well as the regulations and the obligations of the grantees included in section 10 of this present call.

5. APPLICATION PERIOD

- From October 19, 2020 to **November 5, 2020**.
- In case that not all of the mobility grants offered are awarded after the application period, the University of Cantabria reserves the right to open a new application period for the remaining grants that will be duly announced among partner universities.

6. APPLICATION PROCEDURE

Applications for grants must be centralized and submitted through the corresponding contact person in each partner institution (see Annex III).

In order to apply for the grant, candidates shall follow the following steps:

- Check the eligibility criteria so as to ensure that applications requirements are met.
- Check the distribution of grants and priority areas by countries and universities.
- Check the academic offer of the University of Cantabria:
 - Course offer taught in English for Bachelor studies: <https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english>
 - Course offer taught in Spanish for Bachelor studies: <https://web.unican.es/estudios/estudios-de-grado/oferta-de-asignaturas-y-guias-docentes>
 - Course offer taught in Spanish for Master studies: <https://web.unican.es/estudios/estudios-de-master-oficial/oferta-de-asignaturas-y-guias-docentes>
- Check the information concerning the documents to be submitted (as listed in Annex II to this call) when applying for the grant. Please note that all the required documents must be translated in Spanish or English and scanned and sent to the contact person of the partner university.

If a candidate proves to come from a disadvantaged socio-economic background³ it must be indicated in the application together with the corresponding justifying documentation. During the final selection, with equivalent score, preference shall be given to students from disadvantaged backgrounds.

³ Please check summary on disadvantaged background in the Erasmus+ Program Guide, page 12: http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus2/files/erasmus-plus-programme-guide2_en.pdf



7. SELECTION PROCEDURE AND CRITERIA

Applications will be assessed by both a selection committee designated at each partner university and by the Internationalisation Commission of the UC, ensuring that the selection process:

- Will respect in full the principles of non-discrimination and will promote and ensure equal access and opportunities to mobile participants from all backgrounds, in particular disadvantaged or vulnerable groups.
- Will be fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.

Once the period for submission of applications has concluded, partner universities shall conduct a check to ensure that candidates and documents meet the formal requirements and have been submitted in full before proceeding to validate candidates. Those candidates who are validated will be eligible for the selection process.

During the first stage of the selection process, partner universities will assess the applications of the students enrolled in their institution. The evaluation will be made according to the following criteria:

- Academic performance: (from 0 to 50)
- Knowledge of teaching language: (from 0 to 20)
- Relevance of the proposal: (from 0 to 20)
- Socio-economic background: (from 0 to 10)

A weight of 60% will be assigned to the assessment of the partner HEI and 40% to the UC. Both scores will be added to obtain the final scores.

On equal terms, priority will be given to applicants who have never participated in the Erasmus programme before or who can prove a higher level of language skills.

Partner universities will rank evaluated candidates by total score in a nomination list and will include in every case the status 'nominated', 'reserve list' in case there are not enough grants offered for all the evaluated candidates or 'non admitted' if the applicant does not meet the requirements.

The Internationalisation Committee of the University of Cantabria will validate the selection results sent by partner institutions including the status 'selected', 'waiting list' or 'not validated' to each candidate and will proceed to issue the final nomination list.

8. COMMUNICATION OF RESULTS

Application results will be published at the Erasmus+ KA-107 International Credit Mobility website of University of Cantabria and partner universities will be required to publish them in their own websites.

Applicants are entitled to appeal in the five natural days after the publication of results. After the appeal period, the provisional nomination list will automatically become final. Application results will be communicated to partner universities and to selected candidates.

9. OBLIGATIONS OF THE PARTNER INSTITUTION / UNIVERSITY OF CANTABRIA

9.1 Partner Institution

- The partner university will collaborate with the UC in the correct performance of the project, providing relevant documentation and monitoring its students in all phases of the exchange.



- The partner institution commits to recognize the studies included in the Learning Agreement counting towards the degree and/or to recognize the academic activity performed at the University of Cantabria.
- The partner's institution selection committee must submit a document stating the Absence of Conflict of Interest.
- After the mobility, the partner institution is to send a copy of the student's transcript of records/academic recognition, once the academic results have been transferred.

9.2 University of Cantabria

- The University of Cantabria is responsible for paying to the grantees their individual support and to reimburse/purchase their expenses associated to travel costs by the quickest and most adequate means allowed by its Financial Service.
- The University of Cantabria has the right to suspend the payment of the grants if:
 - The grantee withdraws from the project.
 - The grantee holder does not comply with the regulations of both the partner institution or the University of Cantabria.
 - The grantee does not fulfil the requirements of the Erasmus+ Programme.

10. OBLIGATIONS OF THE GRANTEES

10.1 Once admitted, grantees must provide all documents required by the University of Cantabria in due time to its International Relations Office:

- A copy of the visa
- A copy of an insurance policy covering medical costs, accidents, and repatriation.
- Sign the Erasmus+ Grant Agreement issued by the International Relations Office of the UC.
- Submit their travel costs documents (boarding cards, bus tickets or train tickets) upon arrival in the UC.

The University of Cantabria has the right to cancel the grant in case that the grantee does not comply with these requirements in due time.

10.2 The grantee may not accept during the exchange period any other mobility grant awarded by the European Union.

10.3 Grantees have to complete all the administrative and report requirements of the University of Cantabria and the Erasmus+ program before, during and after their mobility.

10.4 Grantees have the obligation to inform the University of Cantabria about any change regarding the study period abroad, namely in the study plan (by submitting the 'during the mobility' section of the Learning Agreement duly completed and signed), or in the duration of the stay by informing at least one month before the end of the mobility.

10.5 Grantees have the obligation to attend their classes/labs regularly in the UC, except in cases of force majeure.

10.6 At the end of the mobility, the grantee will have:

- To **submit the online EU Survey** (participant report) addressed by the Erasmus+ Programme before his/her departure from the University of Cantabria. The University of Cantabria is entitled to partly or totally ask to return the Erasmus+ grant if this requirement is not properly and timely fulfilled.
- To send to the International Relations Office of the UC his/her **travel costs documents** (boarding cards, bus tickets or train tickets) corresponding to the **return trip**.
- To submit the **Recognition Report** addressed by the Erasmus+ Programme after his/her departure.
- To obtain his/her UC Transcript of Records by downloading it from the online *Campus Virtual UC* and submit a copy to the contact person in the partner institution.



11. DATA PROTECTION

The personal data provided by the participants in this call will be incorporated into the treatment activity "Students and Degrees" of the University of Cantabria.

In accordance with the provisions of the General Data Protection Regulations, applicants will be informed, when submitting their application form to the UC, about the conditions under which their personal data will be processed and about the rights that may be exercised. The treatment and access to personal data will be subject to national legislation, to that of the country of destination and to international regulations.

The participants in this call, by the mere fact of participating by submitting their application, give their consent for the transfer of their personal and academic data to the University of Cantabria as well as to the Erasmus+ Mobility Tool, insurance providers and any other official body that requires statistical data on mobility.

12. DISCLAIMERS

The '2018-1-ES01-KA107-049471' and '2019-1-ES01-KA107-061847' projects are co-financed by the European Union's Erasmus+ programme. The contents of this call are the sole responsibility of the University of Cantabria and neither the European Commission nor the Spanish Service for the Internationalisation of Education (SEPIE) is responsible for any use that may be made of the information contained therein.

The UC reserves the right not to accept applications from those partner universities whose submitted applications do not meet the requirements for validation or that fail to collaborate in the correct implementation of the project.

In case of Force Majeure due the exceptional circumstances derived from the COVID-19 pandemic, the UC reserves the right to cancel/postpone these International Credit Mobility grants for incoming exchange students until the situation lets activities to be carried on.

Santander, 19 October 2020

Fdo.: Teresa Susinos Rada
Vicerrectora de Internacionalización y Cooperación
Universidad de Cantabria

Annex I: priority areas and level of studies and grants available

CAPE VERDE: 4

Grants / study level	Priority academic area
3 Bachelor 1 PhD	Education

INDIA, REPUBLIC OF: 4

Grants / study level	Priority academic area
3 Bachelor and/or Master 1 PhD	<u>Bachelor and Master students:</u> Mathematics Physics Computing Engineering Economics Business Administration <u>PhD students:</u> Mathematics Physics

ISRAEL: 3

Grants / study level	Priority academic area
3 Bachelor and/or Master	Chemical Engineering Engineering

JAPAN: 2

Grants / study level	Priority academic area
2 Master and/or PhD	Chemical Engineering Engineering

MOROCCO: 4

Grants / study level	Priority academic area
4 Bachelor and/or Master and/or PhD	Telecommunications Engineering

RUSSIAN FEDERATION: 3

Grants / study level	Priority academic area
3 Bachelor and/or Master	Mathematics Physics Medicine Engineering Business Administration Economics

UNITED STATES OF AMERICA: 2

Grants / study level	Priority academic area
2 Bachelor and/or Master	Business Management Economics Engineering Education



Annex II: Application documents

Applicants are to submit a copy of the following documents to the corresponding contact person in every partner university as described in Annex III in this call:

- Erasmus+ KA107 application form (<https://web.unican.es/en/Studying/admission/erasmus-ka-107-application-documents>)
 - Copy of passport (must be in force during the whole study exchange period)
 - Information about personal data form (<https://web.unican.es/en/Studying/admission/erasmus-ka-107-application-documents>)
 - Curriculum vitae, based on the EUROPASS model (<http://europass.cedefop.europa.eu/es/documents/curriculum-vitae>)
 - Transcript of Records
 - Certificate(s) of language skills accreditation
 - Certificate of enrolment at home university during the current academic course
 - Learning Agreement signed by the student and the academic co-ordinator *
<https://web.unican.es/en/Studying/Documents/Learning%20agreement%20studies%20form%202018.docx>
 - If you are in a disadvantaged financial, social or cultural situation, you shall submit valid document(s) accrediting that this is your case
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- **In addition, partner universities will include in the application pack to be sent to the UC the *Applicant score list Partner HEI* duly validated and completed.**

(*) Please check the following websites for information about the academic course offer in English and Spanish language at the UC. You will need this information to complete the Learning Agreement. We recommend that you choose 4-5 study courses for your international study mobility for one semester to comply with UC requirements. Make sure that the number of selected courses complies with your home universities requirements. Please note that this is a preliminar study plan and that it is possible to add/drop courses within the first few days at UC if you need to do so, always with the co-ordinator's approval.

- Academic course offer taught in English for Bachelor studies at:
<https://web.unican.es/en/Studying/academic-offer/courses-taught-in-english>
- Academic course offer taught in Spanish for Bachelor studies at:
<https://web.unican.es/estudios/estudios-de-grado/oferta-de-asignaturas-y-guias-docentes>
- Academic course offer taught in Spanish for Master studies at:
<https://web.unican.es/estudios/estudios-de-master-oficial/oferta-de-asignaturas-y-guias-docentes>

In case you require more details concerning how to fill in the Learning Agreement, please check these [Guidelines](#).

Annex III: Contact persons

If you have any questions related to your application, please contact the Office for International Relations at your university or the contact persons at UC indicated below:

UNIVERSIDAD DE CANTABRIA Vicerrectorado de Internacionalización y Cooperación Avda. De los Castros s/n 39005 Santander SPAIN	Paula López Casado & Pablo Díaz Jubete International Relations Office ka107@unican.es
UNIVERSIDADE DE CABO VERDE CABO VERDE	Bruniguel Andrade International Relations, Cooperation and Academic Mobility Advisor Bruniguel.andrade@adm.unicv.edu.cv
INDIAN INSTITUTE OF TECHNOLOGY MADRAS INDIA, REPUBLIC OF	Kavitha Gajanur General Manager International Relations deanicsr@iitm.ac.in
SAMI SHAMOON COLLEGE OF ENGINEERING ISRAEL	Adi Wolfson Office for International Academic Affairs adiw@sce.ac.il Maggie Gubermann Office for International Academic Affairs maggieet@sce.ac.il
NATIONAL UNIVERSITY COOPERATION YAMAGUCHI JAPAN	Izumi Kumakiri izumi.k@yamaguchi-u.ac.jp
MARI STATE UNIVERSITY RUSSIAN FEDERATION	Natalia Kanashina Head of International Department inter_office@marsu.ru
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UNIVERSITÉ CADI AYYAD MOROCCO	Brahim Elafqih International Affairs Office b.elafqih@uca.ma
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