Understanding and Managing Erasmus+ International Credit Mobility

Erasmus+ Information Day
Faculty of Philology/Faculty of Philosophy, Nikšić
December 21, 2017
ICM in brief

Short-term higher education mobility

For students and PhD candidates (3-12 months) & staff (5-60 days)

As from mid-2018, traineeships within a company are also possible, from 2 to 12 months

All levels: BA, MA, PhD, academic & administrative staff

Generous grant... and no tuition fees!
A global action
ICM in numbers

Mobilities funded so far: 104,654

- 2015: 28,034
- 2016: 36,065
- 2017: 40,555

- 64% Incoming to (EU)
- 36% Outgoing from (EU)

- 54% Staff
- 46% Learners
ICM in Montenegro

- Total projects: 426
- Total mobilities: 797
- Total grants: 3,9 million EUR

- 2015:
  - Projects: 49
  - Mobilities: 406
- 2016:
  - Projects: 55
  - Mobilities: 386
- 2017:
  - Projects: 54
  - Mobilities: 431
- Total:
  - Projects: 158
  - Mobilities: 1,223
  - Grants: 3,9 million EUR
ICM 2018 Call budget
Total estimated budget: EUR 150 million
Western Balkans: EUR 22 million
How does ICM work?

- HEI from programme country apply for mobility grant
- Duration of project: 16 or 26 months
- Student mobility for studies and/or traineeship
- Staff mobility for teaching and/or training
- Deadline for application: February 1, 2018
- Apply to National Agency in programme country
Decentralised management
Award criteria

- Relevance of the mobility project
  - Internationalisation strategy
  - Types of mobility

- Quality of cooperation
  - Previous experience
  - Definition of responsibilities and tasks

- Quality of project design & implementation
  - Selection, support & recognition

- Impact and dissemination
  - Impact on different levels
  - Dissemination measures
Part II. Managing the project
Programme
Country HEI
Programme Country HEI

GINA-II-B-Erasmus+ Grant agreement multi beneficiary – 2015

Agreement number: [complete]  Standard grant agreement (multi beneficiaries):

- This document is the basic template for multi-beneficiary grant agreements between the National Agency (NA) and the beneficiaries of the grant for a project under Erasmus+ Programme, where the beneficiaries of the grant are more than one organisation. Erasmus+ activities to which this template applies are:
  - Key Action 1: mobility projects of national concern in the fields of vocational education and training, higher education, school education and adult education, mobility projects in the youth field;
  - Key Action 2: Strategic partnerships except projects exclusively between schools;
  - Key Action 3: Structured dialogue in the youth field with 2 and more participating organisations;
- The footnotes are internal instructions for NAs only and will be deleted in the actual grant agreements used.
- Options for italicised brackets not used will be deleted by NAs.
- The template agreement date in the header must be kept across the document.

GRANT AGREEMENT for a:

Project with multiple beneficiaries under the ERASMUS+ Programme

AGREEMENT NUMBER – [EPLUS LINK Generated No.]

[full official name of the NA]
[official legal form]
[official registration No]
[official address in full]
[VAT number]

The National Agency (hereinafter referred to as "the NA"), represented for the purposes of signature of this Agreement by [function, forename and surname], and acting under delegation by the European Commission, hereinafter referred to as "the Commission",
**Programme HEI**

**Partner HEI**

---

**Inter-institutional agreement 2014-2021**

between institutions from Programme and Partner Countries

[Minimum requirements]

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects of the organisation and management of the mobility, in particular the recognition of the credits (or equivalent) awarded to students by the partner institution. The institutions also commit to sound and transparent management of funds allocated to them through Erasmus+.

---

### A. Information about higher education institutions

<table>
<thead>
<tr>
<th>Full name of the institution / country</th>
<th>Erasmus code or city</th>
<th>Contact details (email, phone)</th>
<th>Website (eg. of the course catalog)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

[...]

---
Organisational support
EUR 350 per participant

Special needs support
Up to 100%, well justified

Individual support
EUR 700-900/month for students and EUR 140-180/day for staff

Contribution to travel costs
EUR 180-1500, depending on distance travelled
# Learning Agreement

**Student Mobility for Studies**

**Programme**
- Erasmus+

**Country HEI**
- Partner

**Country HEI**
- Participant

---

### Student Information

<table>
<thead>
<tr>
<th>Last name(s)</th>
<th>First name(s)</th>
<th>Date of birth</th>
<th>Nationality</th>
<th>Sex</th>
<th>Study cycle</th>
<th>Field of education</th>
</tr>
</thead>
</table>

**Sending Institution**
- Name
- Faculty/Department
- Erasmus code (if applicable)
- Address
- Country
- Contact person name
- Email, Phone

**Receiving Institution**
- Name
- Faculty/Department
- Erasmus code (if applicable)
- Address
- Country
- Contact person name, email, phone

### Before the Mobility

**Study Programme at the Receiving Institution**
- Planned period of the mobility: from [month/year] to [month/year]

**Table A: Before the mobility**

<table>
<thead>
<tr>
<th>Component code (if any)</th>
<th>Component title at the Receiving Institution (as indicated in the course catalogue)</th>
<th>Semester (e.g. starting/ending term)</th>
<th>Number of ECTS credits (to be awarded by the Receiving Institution upon successful completion)</th>
</tr>
</thead>
</table>

- Web link to the course catalogue at the Receiving Institution describing the learning outcomes (provide the relevant information)

**The level of language competence**
- Indicate the main language of instruction that the student already has or agrees to acquire by the end of the study period: A1, A2, B1, B2, C1, C2, Native speaker

---

### Study Programme at the Receiving Institution

**Component code (if any)**
- Component title at the Receiving Institution
- Semester (e.g. starting/ending term)
- Number of ECTS credits (to be awarded by the Receiving Institution upon successful completion)

- Provide information on language(s) required for the study period

**Total:**

---

**Participant**

---
Inter-institutional agreement signed

Grant agreement signed with Programme Country HEI

Learning or Mobility Agreement signed

Transcript of Records completed

Participant reports on recognition

Fair and transparent selection process

Mobility period

Recognition
Programme Guide 2017

Quick Reference Guide for Partner Country HEIs

'Do's and don'ts' for applicants

FAQs for students & staff

FAQs for HEIs

Guidelines
Latest developments
ICM Traineeship

Introduce Study Mobility for Traineeships from Call 2018. The acronym is "SMP", the "P" stands for Placement

The grant rates will be exactly the same as for ICM Study Mobility

The minimum and maximum duration will be the same as for intra-European Erasmus mobility (2 months minimum) or 3 months if combined with a study period

The learning agreement and mobility agreement will be tripartite for outgoing Traineeships to Partner Countries (trainee, Programme HEI and Partner organisation), and quadripartite for incoming Traineeships from Partner Countries (trainee, Programme HEI, Partner HEI and Programme organisation). It will be quadripartite also for combined outgoing mobility to Partner Countries (i.e. combining a Traineeship and a study period)

The scheme is not open to recent graduates (i.e. people who have already graduated from their degree and wish to go on traineeship mobility after their degree)

The scheme also fund the mobility of staff from non-HEI organisations to teach at a HEI, and for HEI staff to train at a non-HEI organisation.
Advice to HEIs

- There are opportunities for cooperation with all 33 Programme Countries
- Target envelopes with bigger budgets
- Newcomers, think about starting with staff mobility
- 26 month contracts recommended
- Be precise in the quality questions
- Get support from NEOs or EU Delegations
- Work with your European partner on the application
Advice to HEIs

- Link to institutional strategies for internationalization
- Nomination of ECTS or Erasmus+ coordinators
- Catalogues of courses in English
- Redesign of faculty pages
- Build partnerships on already existing collaboration
Before the start of the actual mobility:

- **Learning/Mobility Agreement**
  - 3 parties + Grant Agreement
  - Programme HEI-Participant

  - Before encoding mobilities in Mobility Tool+

- **Qualitative Assessment**

- Delegation Agreement
- Application Form 1 February 2018
- Grant Agreement

Every month, once mobilities have started:

- Reporting in Mobility Tool+
- Reporting to National Agency
  - Interim report & final beneficiary report

After the end of the mobility:

- Participant Report
- Online EU Survey
- Student Survey on Recognition

Students: 30 days before the end of the mobility

Staff: After the end of the mobility
Useful links:

www.neomontenegro.ac.me
www.ec.europa.eu

National Agencies for Erasmus+ programme:
http://ec.europa.eu/erasmus-plus/tools/national-agencies
Contacts

neo@ac.me
rankerasmusplus@ac.me

Thank you for your attention!