

## Annex – Specific guidance for implementation of the programmes

Action concerned	Applicable guidance:
<b>Erasmus+</b>	
<b>KA131 Staff/student mobility in HE</b>	<p><u>Eligibility rules for participants coming from Ukraine</u></p> <ul style="list-style-type: none"> <li>• For students: being enrolled in a Higher Education institution (HEI) at the moment of fleeing Ukraine due to the Russian aggression.</li> <li>• For recent graduates: having graduated from a HEI in Ukraine within maximum 12 months before the moment of fleeing Ukraine due to the Russian aggression.</li> <li>• For staff: being employed in a HEI in Ukraine at the moment of fleeing Ukraine due to the Russian aggression.</li> </ul> <p><u>Eligible activities</u></p> <ul style="list-style-type: none"> <li>• The activities have to take place at the beneficiary HEI. In cases when, due to the war, the sending organisation cannot be involved in the activity, the beneficiary HEI is the only HEI involved in the organisation of the mobility, except for traineeships outside of the HEI.</li> <li>• For students: mobility for studies and mobility for traineeships. For traineeships this also includes traineeships for recent graduates (the term students will include them in these special provisions. In these cases, the beneficiary institution has to arrange the traineeships. The trainees are hosted either at the beneficiary HEI or, in a non-HEI organisation in the same country (using the KA107 learning agreement for incoming trainees). In the latter case, the traineeship mobility is to be funded by the beneficiary HEI.</li> <li>• For staff: mobility for teaching (including invited staff from non-HEI organisations) and mobility for training.</li> </ul> <p><u>Application</u></p> <ul style="list-style-type: none"> <li>• Participants apply directly to the beneficiary HEI in or through which they would like to undertake a mobility. <ul style="list-style-type: none"> <li>○ There is no need for an inter-institutional agreement.</li> <li>○ There is no need for nominations</li> <li>○ The learning agreement/staff mobility agreement is signed only between the participant and the receiving institution (plus with the traineeship hosting organisation if it is not the HEI).</li> </ul> </li> <li>• The beneficiary/receiving HEI can allow enrolment on a rolling basis with no nomination deadline</li> </ul>

- The beneficiary/receiving institution should define criteria clearly and publish their criteria for applications and enrolment
- The beneficiary/receiving institutions should consider simplifying the evidence required for language proficiency for incoming participants as participants might not have access to language tests and certifications (for example, organising the test in the receiving institution, when relevant).
- In line with the existing rules, the grant can be granted only for the period of time spent studying/learning/teaching/training.

#### How is eligibility determined?

The beneficiary/receiving organisation checks the eligibility based on the participant's documentation. Follow the same approach as currently defined in PG.

Examples of admissible documents:

- Learners: enrolment certificates, transcript of records, declarations issued by HEIs or relevant Ukrainian authorities
- Staff: payslips, diplomas to define area of specialisation, work contracts, declarations issued by HEIs or relevant Ukrainian authorities

#### Preparation

- The beneficiary/receiving institution will be allowed, on a voluntary basis, to take over the tasks of the UA sending organisation related to offering introduction/preparation courses and all other assistance and support that students are entitled to according to the Erasmus+ Student Charter, whenever it is assessed that the UA sending institution is not able to provide this guidance and support.
- The beneficiary/receiving institution are encouraged to work with student associations and mobility networks on integration of the incoming students

#### Funding

- The beneficiary/receiving HEI grants the participants funds from the KA131 project grant according to the KA171 incoming mobility rates for Ukraine:
  - All students and recent graduates will be eligible for the individual support top-up amount for fewer opportunities.
  - If relevant, the participants can receive inclusion support for participants and travel support
  - For students:

	<ul style="list-style-type: none"> <li>▪ For the Netherlands (group 2) the individual support is 1100 EUR per month (850 EUR base amount +250 EUR top-up amount for fewer opportunities).</li> <li>○ For staff: <ul style="list-style-type: none"> <li>▪ For the Netherlands (group 2) the individual support is 160 EUR per day</li> </ul> </li> <li>• The incoming participant signs a modified grant agreement with the beneficiary/receiving institution, whenever the sending institution will not be able to take up its role and responsibilities.</li> </ul>
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<p><b>KA107 Staff/learners mobility in HE - international</b></p>	<p><u>Eligible participants and activities</u></p> <ul style="list-style-type: none"> <li>• As per KA107 rules</li> </ul> <p><u>Application</u></p> <p>Whenever UA sending institutions are not able to provide guidance and support:</p> <ul style="list-style-type: none"> <li>• Participants apply directly to the beneficiary higher education institution in or through which they would like to undertake a mobility. <ul style="list-style-type: none"> <li>○ There is no need for an inter-institutional agreement.</li> <li>○ There is no need for nominations</li> <li>○ The learning agreement/staff mobility agreement is signed only between the participant and the receiving institution (plus with the traineeship hosting organisation if it is not the HEI).</li> </ul> </li> <li>• The beneficiary/receiving HEI can allow enrolment on a rolling basis with no nomination deadline</li> <li>• The beneficiary/receiving institution should define criteria clearly and publish their criteria for applications and enrolment</li> <li>• The beneficiary/receiving institutions should consider simplifying the evidence required for language proficiency for incoming participants as participants might not have access to language tests and certifications</li> <li>• In line with the existing rules, the grant can be granted only for the period of time spent studying/learning/teaching/training.</li> </ul> <p><u>How is eligibility determined?</u></p> <p>The beneficiary/ receiving organisation checks the eligibility based on the participant's documentation. Follow the same approach as currently defined in PG.</p>
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Examples of admissible documents:

- students: enrolment certificates, transcript of records, declarations issued by HEIs or relevant Ukrainian authorities
- Staff: payslips, diplomas to define area of specialisation, work contracts, declarations issued by HEIs or relevant Ukrainian authorities

Preparation

- The receiving institution needs to take over the tasks related to offering introduction/preparation courses and all other assistance and support that students are entitled to according to the Erasmus+ Student Charter as the sending institution will not be able to provide this guidance and support.
- Receiving institutions are encouraged to work with student associations and mobility networks on integration of the incoming students

Funding

- Rates for KA107 incoming mobility + Top-up for disadvantaged background
- The incoming participant signs a modified grant agreement with the receiving institution as the sending institution will likely not be able to provide support.