

## CALL FOR APPLICATIONS FOR CO-FINANCING STUDENT AND STAFF MOBILITY FOR ERASMUS+ BLENDED INTENSIVE PROGRAMMES (BIP) IN PROGRAMME COUNTRIES

### BASIC CONDITIONS FOR APPLICATION FOR A BIP

Blended Intensive Programmes (BIPs) are programmes that use innovative learning and teaching methods, including the use of online cooperation. The programmes may include challenge-based learning, where transnational and transdisciplinary teams work together to tackle challenges. BIPs aim to enable new and more flexible forms of student and staff exchanges, combining physical and virtual mobility.

This call is open to **students** and **staff** of the University of Maribor (hereafter: applicants) who have been accepted to a BIP organised by a **partner higher education institution** from **Erasmus+ programme countries**.

**Partner institutions** are those institutions with which an Erasmus+ Inter-Institutional Agreement has been signed. The list of partner institutions is published in the annex to this call for applications.

**Programme (participating) countries** are the European Union Member States, Iceland, Liechtenstein, Norway, Turkey, North Macedonia and Serbia.

Participants are required to take part in a **short-term physical mobility abroad** combined with a compulsory **virtual component**, facilitating collaborative online learning exchange and teamwork.

**The physical component must last for a minimum of 5 consecutive days and can last for a maximum of 30 days.**

For the successful completion of the programme, the students will be awarded a minimum of **3 ECTS credits**.

The call is open to applicants who fulfil the following basic conditions of the Erasmus+ programme:

#### 1. Students

- A. The students must have an **active student status** at the home faculty of the University of Maribor for the entire duration of the BIP.
- B. The students **must not exceed the maximum total duration of mobility** (Erasmus+ study and traineeship) during the time of participation in the BIP. Under Erasmus+, students have the possibility of mobility for up to a total of 12 months at each level of study\*, during which they can participate in studies and/or traineeship several times. In one-cycle study programmes students have the possibility to obtain a financial grant for a total of 24 months.<sup>1</sup>
- C. The students must take part in a BIP in a country which is neither the country of the sending institution nor the country in which the students reside during their studies.

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<sup>1</sup> In the 12-month period per study cycle – or 24 months for one-cycle study programmes – previous mobilities under Erasmus+ and/or Erasmus Mundus are also included.

- D. Students who are employed may apply for this call only if their employer will not cover their expenses during the exchange period based on an issued travel order.
- E. Students who have outstanding financial obligations under University of Maribor mobility programmes are not eligible to apply for this call.

## 2. Staff

- A. Staff member must be employed according to the Employment Relationships Act (fixed-term or indefinite period, full-time or part-time) or work at the UM on the basis of a work contract or copyright contract.
- B. If the staff member is simultaneously employed at another higher education institution or higher vocational college, they must submit a certificate from that institution or college stating that they have not received co-financing from another employer for the same mobility.

The UM staff may apply for this call only for participation in BIPs organised for staff training.

If the UM teaching staff give lectures at a BIP organised for students, they can apply for mobility co-funding under the terms of the call for staff mobility co-funding published on the UM website: [Erasmus+ Staff Mobility](#). If the staff give a minimum of 8 hours of lectures for students at the host institution (in one week), it is possible to apply for "Staff Mobility for Teaching": STA; if the staff give a minimum of 4 hours of lectures for students (in one week) combined with training in his/her field of work at the host institution, it is possible to apply for a combined mobility "Staff Mobility for Teaching and Training": STA/STT. The applicant's lectures must be listed in the official programme of the BIP organiser.

## APPLICATION PROCEDURE

The applicants must find and apply for the BIP on their own, following the application procedure set by the BIP organiser. To help you find suitable BIPs, the Erasmus+ website will be regularly updated with a selection of BIPs.

Once accepted for a BIP, the applicants must apply for the Erasmus+ grant and the top-ups to which they are entitled according to the following procedure:

### 1. Students

- A. **Submitting an application in AIPS:** In AIPS, you apply for mobility to the university organising the BIP. You should apply for the physical period of the BIP. Make sure you select the appropriate academic year and the "Blended intensive programme" tab. Print, sign and submit the application form to the Erasmus faculty coordinator for signature, then forward your application to the UM to [bip.erasmus@um.si](mailto:bip.erasmus@um.si).
- B. Complete the **Statement on Participation in the Erasmus+ Project**, sign it digitally or manually and send it to [bip.erasmus@um.si](mailto:bip.erasmus@um.si).
- C. Check which **top-ups** to the Erasmus+ grant you are eligible for, fill in the forms, digitally or manually sign them and send them to [bip.erasmus@um.si](mailto:bip.erasmus@um.si):
  - **Ad Futura** (1.56 EUR/day)
  - **Top-up for students with fewer opportunities** (100.00 EUR or 150.00 EUR plus travel support)
  - **Inclusion support for participants with special needs** (actual costs)

**Important: Students are only eligible for travel support if they qualify for the top-up for students with fewer opportunities! Students who do not meet these conditions will not receive the travel support.**

## **2. Staff**

- A. **Submit your application [here](#).** Staff members cannot apply for training at a BIP organised for students!
- B. Complete and sign the statement (**BIP Statement – Staff**).
- C. Complete and sign the **Mobility Agreement**.
- D. Complete and sign the **Cost Estimate**.
- E. Send the confirmed application to:

*University of Maribor  
International Cooperation and Mobility Programmes Office  
Slomškov trg 15  
2000 Maribor*

**In the application, the applicants must indicate the top-ups they wish to apply for and, if requested, enclose the relevant supporting documents.**

Under certain conditions, students may apply for the following top-ups in addition to the Erasmus+ grant:

1. Top-up for students with fewer opportunities
2. Inclusion support for participants with special needs
3. Top-up for green travel
4. Additional funding from the Public Scholarship, Development, Disability and Maintenance Fund (Ad futura)

Under certain conditions, staff members may apply for the following top-ups in addition to the Erasmus+ grant:

1. Inclusion support for participants with special needs
2. Top-up for green travel

Students participating in mobility through Erasmus+ are required by the rules of the Erasmus+ programme to take the OLS online language assessment before or at the start of the mobility if the mobility lasts more than 14 days. The purpose of this assessment is to enable students to improve their language skills through an online language course and to check the level of progress in their foreign language skills during the mobility. More information and a link to the OLS programme can be found on the [OLS LANGUAGE SUPPORT](#) page.

Students can also check accommodation options, insurance, visa and residence permit conditions with the partner institution.

## **FINANCIAL SUPPORT AND ADDITIONAL FUNDING**

Applicants are eligible for the following Erasmus+ grants and top-ups:

- **ERASMUS+ GRANT**

The applicant is not automatically entitled to an Erasmus+ grant, but must apply for one in accordance with this call for applications.

**The Erasmus+ grant only co-finances the costs of living abroad and does not cover the full costs.**

The Erasmus+ grant amounts for participation in a BIP are the following:

## 1. STUDENTS

Table 1: Daily amounts of the Erasmus+ grant for students

	Duration of the physical activity	Daily amount
For all groups of countries	Up to the 14th day of activity	70,00 EUR
	15th to the 30th day of activity	50,00 EUR

One travel day before the activity and one travel day following the activity may also be covered by individual support.

## 1. STAFF

### 2.1 Individual support for staff

Table 2: Daily amounts of the Erasmus+ grant for staff

Groups of countries	Daily amount	
	Up to the 14th day of activity	15th to the 30th day of activity
Group 1 – higher living costs Norway, Denmark, Luxembourg, Iceland, Sweden, Ireland, Finland, Liechtenstein	180,00 EUR	126,00 EUR
Group 2 – medium living costs Netherlands, Austria, Belgium, France, Germany, Italy, Spain, Cyprus, Greece, Malta, Portugal	160,00 EUR	112,00 EUR
Group 3 – lower living costs Estonia, Latvia, Croatia, Slovakia, Czech Republic, Lithuania, Turkey, Hungary, Poland, Romania, Bulgaria, North Macedonia, Serbia	140,00 EUR	98,00 EUR

### 1.2. Travel support for staff

Table 3: Travel support by distance for staff

Travel distances*	Standard travel	Green travel
Between 10 and 99 km	23,00 EUR per participant	/
Between 100 and 499 km	180,00 EUR per participant	210,00 EUR per participant
Between 500 and 1999 km	275,00 EUR per participant	320,00 EUR per participant
Between 2000 and 2999 km	360,00 EUR per participant	410,00 EUR per participant
Between 3000 and 3999 km	530,00 EUR per participant	610,00 EUR per participant
Between 4000 and 7999 km	820,00 EUR per participant	/
8000 km or more	1500,00 EUR per participant	/

\*Travel distances must be calculated using the distance calculator supported by the European Commission ([http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm)). The distance of a one-way travel must be used to calculate the amount of the EU grant that will support the round trip.

**DEADLINE for submitting the Erasmus+ grant application:** at least 30 days before the start of the mobility.

- **TOP-UP FOR STUDENTS WITH FEWER OPPORTUNITIES**

Students are eligible for a **one-off** top-up for students with fewer opportunities and **travel support** if they fulfil one of the criteria set out in the attached Call for additional funding for students with fewer opportunities.

The one-off top-up is 100 EUR for a physical mobility activity period of 5–14 days and 150 EUR for the one of 15–30 days.

A student with fewer opportunities is also entitled to travel support:

Table 4: Travel support by distance for students

Travel distances	Standard travel	Green travel
Between 10 and 99 km	23,00 EUR per participant	/
Between 100 and 499 km	180,00 EUR per participant	210,00 EUR per participant
Between 500 and 1999 km	275,00 EUR per participant	320,00 EUR per participant
Between 2000 and 2999 km	360,00 EUR per participant	410,00 EUR per participant
Between 3000 and 3999 km	530,00 EUR per participant	610,00 EUR per participant
Between 4000 and 7999 km	820,00 EUR per participant	/
8000 km or more	1500,00 EUR per participant	/

The student applies for the top-up on the enclosed application form.

- **INCLUSION SUPPORT FOR PARTICIPANTS WITH SPECIAL NEEDS**

Students with special needs who will be awarded an Erasmus+ grant can apply for additional Erasmus+ funding.

Under Erasmus+, participants with special needs are entitled to special consideration not only in determining the conditions for co-financing, but also in providing and offering comprehensive support in the decision to go on mobility, monitoring during mobility and integration upon return. Persons with special needs include individuals who need the implementation of programmes with additional professional support or adaptations based on the nature of their specific special needs.

An Erasmus+ mobility participant with special needs submits the application on the prescribed form together with the required attachments to the International Relations Office of the University of Maribor and does not send it directly to the CMEPIUS National Agency.

**The additional funding for participants with special needs is based on real costs, which must be supported by receipts. 100% of eligible costs actually incurred will be reimbursed.**

**DEADLINE for submitting applications:** 40 days before the start of the mobility of the participant with special needs.

- **TOP-UP FOR GREEN TRAVEL**

Any participant who meets the conditions for sustainable (green) travel is entitled to a top-up for green travel. Green travel is defined as travel that uses low-emission means of transport, such as bus, train or car sharing, for the majority of the travel.

**Staff members will receive the higher amount for green travel from the Erasmus+ grant for travel support (Table 3) and up to 4 additional days for travel (Erasmus+ grant).**

**Students with fewer opportunities will receive the higher amount for green travel from the Erasmus+ travel support (Table 4) and up to 4 additional days for travel (Erasmus+ grant).**

**Students who do not receive the travel support budget category can also opt for green travel. In this case, they will receive a single contribution of 50 EUR as a top-up amount to the individual support and up to 4 days of additional individual support to cover travel days for a return trip, if relevant.**

A declaration of honour signed by the person receiving the travel support and the sending organisation is used as proof of the use of sustainable means of transport. Organisations should keep appropriate documentation of the costs (tickets, receipts).

- **ADDITIONAL FUNDING FROM THE PUBLIC SCHOLARSHIP, DEVELOPMENT, DISABILITY AND MAINTENANCE FUND OF THE REPUBLIC OF SLOVENIA (AD FUTURA)**

In addition to the Erasmus+ grant, students who meet the conditions set by the Public Scholarship, Development, Disability and Maintenance Fund of the Republic of Slovenia will be able to apply for an additional Ad futura grant. The scholarship is paid at a daily rate of 1.56 EUR for the period during which the student receives the Erasmus grant.

## **OTHER PROVISIONS**

The Erasmus+ partner institution may not charge visiting students for tuition fees, registration fees, exams, library access, use of laboratories, etc.; the student may only be charged small amounts for insurance (basic/essential), membership in a student organisation, small materials (copies, laboratory materials, etc.).

**Coordinator of the call and contact person:**

**Tadeja Tement, Erasmus Coordinator**

**University of Maribor**

**International Cooperation and Mobility Programmes Office**

[bip.erasmus@um.si](mailto:bip.erasmus@um.si)

Maribor, 22 March 2023