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Varaždin/Koprivnica, August 24, 2026

ERASMUS+ PROGRAMME – International Credit Mobility KEY ACTION 1 - Learning mobility of Individuals between programme and partner countries

Call for applications for student mobility for studies (SMS) Erasmus+ project No. 2026-1-HR01-KA171-HED-000427502

In 2021, University North was awarded a new Erasmus Charter for Higher Education (ECHE, HR VARAZDIO2). Based on the Charter, University North is enabled to continue participating in the Erasmus+ program, as well as allowing the involvement of students in individual mobilities to and from partner countries. Within the Erasmus+ program, Key Action 1 (KA171) - Mobility projects between programme and partner countries enables the mobility of University North students to higher education institutions in partner countries located outside the European Union, i.e., in so-called third countries not associated with the program, with which the University has signed a bilateral interinstitutional cooperation agreement. The program also facilitates incoming mobilities of students from partner higher education institutions in third countries not associated with the program, with which the University has signed a bilateral interinstitutional cooperation agreement. The exact list of partner higher education institutions is provided in the continuation of the Call Text.

Signed **Erasmus+ inter-institutional agreement between selected programme and partner country higher education institutions** is a precondition for individual student mobility realization between UNIN and a partner HEI.

This agreement serves as a foundation where the sending and receiving institutions outline the possibilities for staff mobility and, if applicable, student mobility. By signing the inter-institutional agreement, Partner Country HEI commits to adhering to all principles and regulations of the Erasmus+ program. It is imperative that the Erasmus+ Inter-institutional agreement is in effect before the commencement of each mobility period.

Based on the **ERASMUS+ Project 2026-1-HR01-KA171-HED-000427502**, referring to cooperation with higher education institutions (further in the text: **HEIs**) in partner countries, **University North (HR VARAZDIO2)**, with the official seat in Koprivnica, Croatia, 1 dr. Žarka Dolinara Square, (further in the text: **University North, UNIN**), announces the Call for applications for awarding financial support to individual incoming and outgoing student mobilities, which objective is mobility for studies at partner higher education institutions from Australia, Bosnia and Herzegovina, India, Moldova, Morocco and Ukraine (further in the text: **HEI's**). All activities supported within this call are coordinated and administered by University North.

WHO CAN APPLY

Financial supports are awarded to full-time and part-time **students of the following partner institutions from Australia, Bosnia and Herzegovina, India, Moldova, Morocco and Ukraine:**

- AUSTRALIA: Charles Darwin University, ROYAL MELBOURNE INSTITUTE OF TECHNOLOGY* RMIT UNIVERSITY
- BOSNIA AND HERZEGOVINA: University of Banja Luka, University of Mostar
- INDIA: Central University of Punjab, KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY, Suresh Gyan Vihar University
- MOLDOVA: UNIVERSITATEA TEHNICA A MOLDOVEI
- MOROCCO: INSTITUT AGRONOMIQUE ET VETERINAIRE HASSAN II
- UKRAINE: ODESSA STATE ACADEMY OF CIVIL ENGINEERING AND ARCHITECTURE

All students from all years and levels of study can apply for the competition.

Part-time students can also apply for the competition and benefit from financial support under the condition that they attend regular full-time studies at the host university during the mobility period.

During their studies, students can benefit from financial support for mobilities for a total of 12 months at each study level (undergraduate, including short cycle (EQF levels 5 and 6), graduate (level 7), doctoral (level 8)), regardless of how many times. Mobilities realized within the Lifelong Learning Program, Erasmus sub-program (2007-2013), Erasmus Mundus program (2007-2013), as well as mobilities within the Erasmus+ program (2014-2020), are included in the calculation up to a maximum duration of 12 months per study level (360 days).

All mobility activities within the Erasmus+ program under this Call must be organized and implemented by:

until 31 July 2029

The **minimum** duration of a standard (**physical**) **student mobility for studies** is **2 months**, while the **maximum is 12 months** (excluding travel).

In the new program period 2025-2028, **short-term doctoral student mobilities (5-30 days** of physical mobility, excluding travel), as well as **combined (blended mobilities: 5-30 days of physical mobility + mandatory virtual component) student mobilities** have been introduced.



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A student can receive Erasmus financial support for mobilities with a total duration of up to 12 months for each level of study, regardless of the number and type of mobility (study stay or professional training). Previous participation in the Lifelong Learning Program (Erasmus sub-program) and Erasmus Mundus is also counted within the maximum 12 months of mobility at each study level.

Once started, the mobility activity cannot be interrupted.

An extension of mobility will be possible only if additional financial means are to be provided, or in the zero-grant status, if additional financial means will not be available.

The overview of referential amounts and travel costs is available in the section **REALIZATION OF INCOMING AND OUTGOING MOBILITY**.

APPLICATION PROCEDURE

Application procedure is announced on the web page of University North:

<http://www.unin.hr/>

APPLICATION DOCUMENTS:

1. Application form
2. Application form for students with fewer opportunities
3. Motivation letter
4. Curriculum Vitae (Europass form)
5. Transcript of records and earned credits
6. Proof of knowledge of a foreign language
7. Certificate of Student Status
8. Statement of household members (if applicable)
9. Application form for additional funding students special socioeconomic status (if applicable)
10. Learning Agreement for Studies
11. Acceptance Letter of the Inviting HEI
12. Proof of citizenship (copy of passport, ID card, or certificate of nationality)

All application form documents shall be typed (not hand-written). **All application documents shall be prepared in the English language.**

By submitting the application to this Call, all applicants agree that University North publishes their personal data on the web page within the selection procedures and further uses their personal data for the purposes of administration procedures and reporting.

Curriculum Vitae shall be prepared in the Europass form according to the instructions and templates available at <https://europass.cedefop.europa.eu/en/documents/curriculum-vitae>



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Knowledge of foreign languages reported in the CV shall be based on the self-assessment with reference to the Common European Framework of Reference for Languages:

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Complete application shall be **scanned / converted into one pdf document and sent electronically to the address: mobilnost@unin.hr until the deadline for application.**

APPLICATION DEADLINES:

OCTOBER 30 FOR SPRING TERM MOBILITY PERIOD

MAY 30 FOR WINTER TERM MOBILITY PERIOD

Incomplete applications or applications received after the deadline will not be eligible for the evaluation process.





FINANCIAL SUPPORT

Mobility grant awarded to each selected participant comprises **individual support and travel support**. Individual support is a contribution to costs directly linked to the subsistence of participants during mobility activities.

Support for travel expenses is granted based on the distance to the mobility destination in the form of a lump sum. The distance in kilometers is calculated using the calculator published on the European Commission's website http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm, and is based on the distance band from the official seat of the sending university to the official seat of the receiving university. The support may cover round-trip travel.

In cases when the destination place for mobility realization is different from the official place of the receiving university official seat, the participant has to submit travel tickets or any other proof of travel confirming the departure place and the arrival place.

Referential amounts awarded as a mobility grant to each selected participant are overviewed below:

LONG-TERM MOBILITY

FROM	TO	Amount per month
Partner country	Programme country	800 EUR
Programme country	Partner country	700 EUR

Travel cost

Distance band	Amount per participant STANDARD TRAVEL	Amount per participant GREEN TRAVEL
10 – 99 km	28 EUR	56 EUR
100 – 499 km	211 EUR	285 EUR
500 – 1999 km	309 EUR	417 EUR
2000 – 2999 km	395 EUR	535 EUR
3000 – 3999 km	580 EUR	785 EUR
4000 – 7999 km	1188 EUR	1188 EUR
8000 km or more	1735 EUR	1735 EUR

SHORT-TERM MOBILITY

Mobility duration	Financial support
Up to 14 days	79 EUR per day
15 to 30 days	56 EUR per day

Travel cost

Distance band	Amount per participant STANDARD TRAVEL	Amount per participant GREEN TRAVEL
10 – 99 km	28 EUR	56 EUR
100 – 499 km	211 EUR	285 EUR
500 – 1999 km	309 EUR	417 EUR
2000 – 2999 km	395 EUR	535 EUR
3000 – 3999 km	580 EUR	785 EUR
4000 – 7999 km	1188 EUR	1188 EUR
8000 km or more	1735 EUR	1735 EUR

Applicable amounts of financial support are regulated by the Croatian National Agency.

Green travel

In accordance with the principles of the Erasmus Charter for Higher Education, HEIs must promote environmentally friendly practices in all activities related to the Erasmus+ program. This includes encouraging the use of sustainable transportation for mobility activities. Accordingly, the use of sustainable forms of travel is additionally financed.

Mobility participants who opt for sustainable forms of travel (e.g., train, bus, carpooling, bicycle) may qualify for an additional amount of travel support. To be eligible for the supplement, sustainable forms of travel must be used for more than half of the round-trip journey.

Students who undertake mobility in regions 1-12 are entitled to travel support based on the calculation of travel distance, as well as support for 'green travel' depending on the type of transportation. The unit amount of travel costs depends on the distance to the destination and the use of the green travel option.

In the case of green travel using sustainable means of transportation, students and recent graduates participating in short-term or long-term student mobility can receive up to four additional travel days funded through individual support.



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TOP-UP AMOUNT FOR STUDENTS WITH FEWER OPPORTUNITIES – LONG-TERM MOBILITIES

Students may receive a top-up amount to the individual support of their EU Erasmus+ grant with an amount of **250 EUR per month**. Students, following the recommendation of the Agency for Mobility and EU Programs, can receive additional financial support for one of the categories listed below as well as in the documents attached to the Call, titled “Dodatak_studenti_manje_mogucnosti_KA171_2026_kategorije” and “Top_up_fewer_opportunities_KA171_2026_Categories”. The mentioned top-up will be awarded to students who request the additional support within the framework of the Call and provide supporting documentation specified below as well as in the attached documents. Provided that they meet the conditions listed in the documents, students will receive additional financial support in the amount of 250 EUR per month.

TOP-UP AMOUNT FOR STUDENTS WITH FEWER OPPORTUNITIES – SHORT-TERM MOBILITIES

Students may receive a top-up amount to the individual support of their EU Erasmus+ grant with an amount of **100 EUR** for a **physical mobility activity period of 5-14 days** and **150 EUR** for the one of **15-30 days**. Students, following the recommendation of the Agency for Mobility and EU Programs, can receive additional financial support for one of the categories listed below if they request additional support within the framework of the call and provide supporting documentation. Provided that they meet the conditions listed below, students receive the afore-mentioned additional financial support.

Predefined and mandatory categories of incoming and outgoing students that are eligible for the top-up for students with fewer opportunities are:

- **students with lower socioeconomic status**
- **students with a status of a refugee, an asylum seeker or a migrant**
- **students whose physical, mental or health-related condition is such that their participation in the project/mobility activity would not be possible without extra financial or additional support.**

Additional categories of students who are eligible for the top-up for students with fewer opportunities are available only to outgoing students, and are listed in the continuation of the Call.

Students with lower socioeconomic status

For incoming students:

A student is a recipient of state social benefit.

Supporting document - certificate confirming that a student is a recipient of state social benefit

The official (state) body in the third country issues the supporting documentation.

The supporting documentation needs to be submitted to the project coordinator (UNIN IRO) in scanned form.

Translation of the supporting documentation is not necessary.

Outgoing students with lower socio-economic status also have the opportunity to receive additional financial support for their mobility. The conditions for granting additional monthly student support to students with lower socio-economic status in the amount of 250 EUR per month are as follows:

- The average monthly income per household member does not exceed 85% of the budget base (the budget base is 441.44 EUR for the year 2026, and 85% of the same is 375.22 EUR) established each year by the corresponding regulation. Proof of this must be provided by the competent tax authority for all household members for the last available calendar year at the time of submitting the application documentation.
- For household members who are retired or recipients of family pensions, it is also necessary to submit, in addition to the confirmation from the competent tax authority, a certificate from the relevant pension insurance institution indicating the amount of the pension received for the last available calendar year at the time of submitting the application documentation.
- As proof, it is also necessary to provide a completed declaration of household members (a common household is understood as a family or another community of individuals who live together at the same address of residence and share living expenses, regardless of their relationship).
- In cases where foreign students are studying at institutions of higher education in Croatia, a valid certificate of monthly income of household members from the competent tax authority abroad is required.

When selecting students who meet the criteria for additional support for students with lower socio-economic status, the calculation of the average monthly income per household member includes both taxable and non-taxable income as stated in the Regulation on the Allocation of State Scholarships.

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Students with a status of a refugee, an asylum seeker or a migrant

Students with a status of a refugee, an asylum seeker or a migrant have the opportunity to receive additional financial support for their mobility.

Supporting documents - Decision on granting asylum or subsidiary protection; - residency permit. In addition, it is important to be able to prove one's identity in the form of: - asylum seeker travel document; - special passport for foreigners; - another identity document.

The official (state) body issues the supporting documentation.

The supporting documentation needs to be submitted to the project coordinator (UNIN IRO) in scanned form.

Translation of the supporting documentation is not necessary.

Students whose physical, mental or health-related condition is such that their participation in the project/mobility activity would not be possible without extra financial or additional support

Students with special needs, i.e. all students who receive inclusion support, as well as students who do not receive for inclusion support (e.g. special diet), but through this category receive the top-up for students with fewer opportunities.

Supporting documents - Certificate issued by a general practitioner or a specialist doctor (the original document is requested, not older than 6 months) and the decision of the competent institution/state body showing the percentage and type of disability (copy, if applicable).

The official (state) body issues the supporting documentation.

The supporting documentation needs to be submitted to the project coordinator (UNIN IRO) in scanned form.

Translation of the supporting documentation is not necessary.

ADDITIONAL CATEGORIES OF STUDENTS WITH FEWER OPPORTUNITIES

Additional categories of students who are eligible for the top-up for students with fewer opportunities are available only to outgoing students, and are listed below, as well as in the document attached to the Call, titled “Dodatak_studenti_manje_mogucnosti_KA171_2026_Kategorije”.

Underrepresented or vulnerable groups of students in higher education	Additional information	Supporting documentation
Students with lower socioeconomic status (mandatory category)	The average monthly income per household member does not exceed 85% of the budget base (the budget base amounts to EUR 441.44 for 2026, and 85% thereof amounts to EUR 375.22), as determined annually by the relevant regulation. In addition to total income, non-taxable income listed in the Regulation on the Allocation of State Scholarships is also included in the calculation of income.	The following must be submitted as proof: – a certificate issued by the competent tax authority for all members of the household for the last available calendar year at the time of submission of the application documentation. For household members who are pensioners or beneficiaries of a family pension, in addition to the certificate issued by the competent tax authority, a certificate issued by the competent pension insurance institution confirming the amount of pension paid for the last available calendar year at the time of submission of the application documentation must also be provided; – a completed statement listing the members of the household (a household is understood as a family or other group of persons living together at the same registered address and sharing living expenses, regardless of their relationship) – separate document. For foreign students studying at higher education institutions in Croatia, a certificate of the monthly income of household members issued by the competent tax authority in their country of residence is also accepted.

Students with refugee, asylum seeker or migrant status (mandatory category)		Decision granting asylum or subsidiary protection; residence permit. It is also important that these persons prove their identity, which may be done by providing: – an asylum seeker/refugee passport; – a special passport for foreigners; – another identification document.
Students whose physical, mental or health condition is such that their participation in the project/mobility activity would not be possible without additional financial or other support (mandatory category)	In the previous programme period, this category included students with special needs, i.e. all students receiving inclusion support based on actual costs, as well as students who do not receive inclusion support (e.g. students requiring a special diet), but who are eligible for the top-up amount for students with fewer opportunities under this category.	A certificate from a family doctor or specialist physician (original document required, issued no more than 6 months prior, except in cases of chronic/incurable conditions, where an older certificate may also be submitted) and a decision issued by the competent institution/state authority indicating the percentage and type of disability/impairment, where applicable (copy).
Students whose parents have a lower level of education (optional category)	The highest level of education attained by both parents of the student corresponds to upper secondary vocational education.	Proof that both parents/guardians, or one parent/guardian in the case of a single-parent household, do not hold higher education qualifications, in the form of a record (including an electronic record) issued by the Croatian Pension Insurance Institute (HZMO) based on data recorded in its official records.
Female students in STEM fields, male students in humanities (optional category)		Technical and humanities fields are defined in accordance with the Ordinance on Scientific and Artistic Areas, Fields and Branches (Official Gazette Nos. 118/09, 82/12, 32/13 and 34/16).
Older students (optional category)	Students over 30 years of age.	Copy of an identity card or an extract from the birth register.

Students who have completed a vocational secondary school (optional category)		Copy of the certificate for the final year of secondary school.
Students who work while studying (optional category)	Students in employment.	Electronic certificate from the pension insurance system (HZMO).
Students studying outside their place of residence (optional category)	Students whose place of residence is more than 30 km from the place of study (including students who commute more than 30 km to attend their studies).	Copy of an identity card or an electronic certificate of residence, and a printout showing the distance (HAK route planner) in cases where there is doubt as to whether the distance requirement is met.
Students who are children of Croatian Homeland War veterans (optional category)	Students who are children of Croatian Homeland War veterans belonging to one of the following categories: children of Croatian Homeland War veterans who were killed in action, children of missing Croatian Homeland War veterans, children of Croatian Homeland War veterans with disabilities, children of Croatian Homeland War volunteers, and children of Croatian Homeland War veterans who participated in the Homeland War for at least 100 days as members of the combat sector.	Certificates confirming veteran status are issued by the Ministry of Croatian Veterans. Proof of the status of a Croatian Homeland War veteran or the status of a child of a Croatian Homeland War veteran is issued by the competent state administration authority, i.e. the Ministry of Croatian Veterans. Other certificates confirming veteran status issued by other institutions (e.g. the Ministry of the Interior) are also accepted.
Students belonging to the Roma minority (optional category)		Extract from the birth register or a copy of an electoral register extract.

Students from alternative care (optional category)	Sveučilište Sjever Children without parental care and children without adequate parental care.	Students who are under guardianship, were under guardianship as children, or have been granted the right to a social accommodation service, or who were granted such a right as children under social welfare regulations, must submit a decision granting the right to a social accommodation service issued by the competent social welfare institution.
Homeless students and students at risk of homelessness (optional category)		Certificate issued by the social welfare centre.
Students from rural areas, smaller towns and islands (optional category)	Settlements listed in the Act on Areas of Special State Concern (Official Gazette Nos. 86/08, 57/11, 51/13, 148/13, 76/14, 147/14, 18/15 and 106/18).	Certificate of residence and temporary residence showing that the student lives in a municipality (rather than a city) located in an area of special state concern.
Students with additional family responsibilities (optional category)	Student parents (including those whose child has passed away); students from families in which one of the family members is a person with a disability; students under 26 years of age who have two or more siblings under 26 who are enrolled in regular education.	Birth certificate(s) of the child/children; for students from families in which a family member is a person with a disability: birth certificates of the student and family members/extracts from the birth register, and, for students residing in the Republic of Croatia, a certificate of registration in the Register of Persons with Disabilities issued by the Croatian Institute of Public Health. Students residing outside the Republic of Croatia must submit a document issued by the competent authority that unequivocally proves the relevant fact. Birth certificates of the applicant and siblings, as well as a certificate from a preschool institution for a preschool-age sibling and a certificate from a primary school, secondary school or higher education institution confirming enrolment in the current



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Students from single-parent families or without parents (optional category)	Sveučilište Sjever	In the case of a deceased parent, a death certificate must be submitted; for a missing parent, proof from the Ministry of the Interior confirming the person's missing status; for an unknown parent, an extract from the birth register or the student's birth certificate; for students whose parents are divorced or whose unmarried partnership has ended, a court decision on divorce, an extract from the marriage register showing the divorce, a court decision on custody, or another appropriate document issued by the competent official authority that unequivocally proves the relevant fact; for children born outside marriage, a statement by the student made under criminal and material liability and certified by a notary public, or another appropriate document issued by the competent official authority; for students who are or were under guardianship as children, or who have been granted the right to a social accommodation service under social welfare regulations, a decision granting guardianship or the right to a social accommodation service issued by the competent social welfare institution.
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If eligible, a student can apply for **only one category related to students with fewer opportunities** (two types of categories are mutually exclusive).

Additional note: Students seeking support for inclusion (students with special needs/disabilities) can also apply for the category of students with fewer opportunities (the two types of categories are not mutually exclusive).

INCLUSION SUPPORT

A student with fewer opportunities whose personal, physical, mental or health-related conditions is such that his/her participation in the project / mobility action would not be possible without extra financial or other support is entitled to receive inclusion support. Inclusion support refers to additional costs directly related to participants with fewer opportunities, which cannot be covered



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through the top-up amount for individual support for participants with fewer opportunities. In particular these costs aim at covering the extra financial support required for participants with physical, mental or health related conditions to allow their participation in the mobility as well as in preparatory visits and for accompanying persons (including costs related to travel and subsistence, if justified and as long as it is not covered through budget categories "travel support" and "individual support" for these participants). Students with fewer opportunities selected by University North can apply for additional grant support to the Agency for Mobility and EU Programmes in order to cover the supplementary costs for their participation in the mobility activities. The aforementioned is done on the basis of a separate application form, attached to the Call, after the approval of the mobility by University North. For participants with fewer opportunities, in particular those with physical, mental or health-related conditions, the grant support may therefore be higher than the maximum individual grant amounts set out before.

Application forms are attached to this Call.

Application form for OUTGOING participants: Inclusion_support_obrazac_KA171_OUTGOING

Application form for INCOMING participants: Inclusion_support_obrazac_KA171_INCOMING

DOUBLE FUNDING

Students cannot receive financial support under the Erasmus+ program if their stay abroad is additionally funded from funds originating from the European Union.

National, local, or other scholarships that are otherwise awarded to students for regular studies at their home higher education institution are not considered double funding.

ZERO-GRANT STUDENTS

Students who apply for the Call and meet all the requirements but lack sufficient funds for their mobility can still go on mobility at their own expense, maintaining the status of mobility students, known as zero-grant students. The same rules apply to them as to students with support.



SELECTION PROCEDURE

All applications will be checked for formal eligibility criteria. All formally eligible applications will be evaluated by the University North Committee for International Cooperation.

The Committee for International Cooperation will publish **selection results** on the University North web page **www.unin.hr**, and will inform all applicants about the selection results by e-mail correspondence. Applicants whose mobility proposals are refused for realization shall be informed in writing about the reasons for refusal.

The number of applicants / participants that will be awarded financial support within this call for realization of mobility is determined by the Croatian National Agency, and presented in the Mobility Flow Plan. **Financial support will be awarded to best-rated applications.** All other positively evaluated applications will be approved for realization without financial support (so called zero-grant students). In the status of zero – grant , all applicants will have to follow / comply with all the rules / regulations set by the Erasmus+ programme, Croatian National Agency and University North as the coordinating HEI.

INSTRUCTION OF LEGAL REMEDY

All applicants can request an insight into the evaluation procedure and selection criteria within 8 days after public announcement of the selection results.

All applicants have a right to file a complaint against the selection results within 8 days after public announcement of the selection results. Complaints shall be submitted to the Committee for International Cooperation (address: University North, 1 dr. Žarka Dolinara Sq, HR-48 000 Koprivnica, Croatia). Complaints have to be prepared in writing in the form of a letter, and submitted as a .pdf document to the e-mail: **mobilnost@unin.hr**. Applicants filing a complaint will receive a reply by the Committee for International Cooperation within 14 days after the complaint receipt.

INSURANCE

The beneficiary of financial support/mobility participant is required to possess a travel health insurance policy for the entire duration of their stay abroad.

VISA

The beneficiary of financial support/mobility participant is responsible for obtaining a visa for the purpose of teaching or training at a foreign higher education institution if it is required for a shorter stay abroad.



REALIZATION OF INCOMING AND OUTGOING MOBILITY

Rules and regulations for awarding the financial support (grant) and realization of mobility will be defined in a separate contract that each participant will sign with University North as a coordinating HEI. By signing of the contract each individual participant agrees to obey Croatian laws and regulations, all valid legal acts of University North, as well as all regulations determined by the Erasmus+ programme.

The International Relations Office of University North is in charge of the administration of all incoming and outgoing mobilities. Contact details:

**International Relations Office
University North**

University centre Koprivnica

1 dr. Žarka Dolinara Sq,
HR-48000 Koprivnica, Croatia

University centre Varaždin

31b Jurja Križanića St.
HR-42000 Varaždin, Croatia
Phone: +385 42 493 380
e-mail: mobilnost@unin.hr

All applicants participating in the realization of incoming and outgoing mobilities within this Call are advised to stay in contact with the above mentioned office staff in order to prepare for their mobility well in advance.

Realization of INCOMING mobilities from partner HEI to University North

All students interested in exchange programs are required to carefully examine and, in consultation with the ECTS coordinator of their institution, compare study programs of the home and foreign university. Students should select courses they are able to attend and complete abroad. Attention should also be paid to the language of instruction. Based on this information, a Learning Agreement for Studies is concluded. Students are obligated to find out the language in which classes are conducted at the foreign university.

The Learning Agreement for Studies includes a list of courses that the student will attend at the partner higher education institution, along with the corresponding number of ECTS credits.





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Each incoming participant is obliged to take care of their **travel arrangements, accommodation, as well as stay** at the host institution (UNIN).

After the selection of a student for a mobility period, the student selected for mobility with financial support will:

1. Compile a Learning Agreement for Studies (signed by the student, the foreign institution/employer, and the responsible signatory at the home institution).
2. Submit a copy of the travel health insurance policy.

Before their departure to a foreign higher education institution, a student must arrange for the recognition of ECTS credits in consultation with course coordinators and the Erasmus coordinator at their home department. The student's obligations are defined by entering into a Learning Agreement for Studies. By concluding the agreement, the recognition of ECTS credits earned during mobility abroad, as well as the period spent at the foreign institution, is guaranteed.

Before arrival, participants shall obtain visa for entering Croatia (if required). Overview of visa requirements: <https://mvep.gov.hr/services-for-citizens/consular-information-22802/stay-of-foreigners/granting-stay-in-croatia/22839>

Participants shall also regulate personal **travel and health insurance** policies that will be valid in Croatia during their stay. General information about preparation of stay in Croatia will be provided to each participant by the UNIN IR Office.

After arrival, within 2 working days, each incoming participant shall:

- Report the arrival to the nearest Police Department (if having private accommodation)
- Obtain the Personal Identification Number in Croatia (so called OIB)
- Activate personal (non-residential) bank account in any bank in Croatia
- Regulate personal health insurance (if not prepared in the home country before arrival)
- send or hand-in all above documents to the UNIN IR Office

Financial support awarded to each selected participant, as well as all rules and obligations with respect to the agreed mobility will be determined in a contract that the participant will sign with University North after the arrival, if possible, within 2 working days.

Financial support, if not agreed otherwise, will be paid to the participant's personal (non-residential) bank account (active in any Croatian bank) in full or in two instalments (70% during the mobility and 30% after the mobility and after approval of the final report within the system Beneficiary Module or 100% during the mobility). The payment model will be determined in the contract. Cash payments are not allowed.

After the mobility ends, participants will be issued a Certificate of Stay by University North. Participants are obliged to submit the online final report in the Beneficiary Module system and to submit travel documents (tickets, boarding passes, copy of visa, etc.) to the International Relations

Office. Submission of the final report in the Beneficiary Module is obligatory for all participants. It is also considered as a request to UNIN for payment of the 2nd instalment, if one is due.

Realization of OUTGOING mobilities from University North to partner HEIs

All students interested in exchange programs are required to carefully examine and, in consultation with their departmental ECTS coordinator, compare study programs of the home and foreign university. Students should select courses they are able to attend and complete abroad. Attention should also be paid to the language of instruction. Based on this information, a Learning Agreement for Studies is concluded. Students are obligated to find out the language in which classes are conducted at the foreign university.

The Learning Agreement for Studies includes a list of courses that the student will attend at the partner higher education institution, along with the corresponding number of ECTS credits.

Each outgoing participant is obliged to take care of their travel arrangements, accommodation, as well as stay at the host university in a partner country.

After the selection of a student for a mobility period, the student selected for mobility with financial support will:

1. Compile a Learning Agreement for Studies (signed by the student, the foreign institution/employer, and the responsible signatory at the home institution).
2. Submit a copy of the travel health insurance policy and IBAN bank account details.

Before their departure to a foreign higher education institution, a student must arrange for the recognition of ECTS credits in consultation with course coordinators and the Erasmus coordinator at their home department. The student's obligations are defined by entering into a Learning Agreement for Studies. By concluding the agreement, the recognition of ECTS credits earned during mobility abroad, as well as the period spent at the foreign institution, is guaranteed.

Before departure, participants shall obtain a visa for entering the partner country (if required) and have to regulate personal health insurance policy that will be valid in the partner country during their stay. General information about mobility preparation will be provided to each participant by the UNIN IR Office.

At least two weeks before the mobility starts, participants need to sign the contract for financial support. The data that will be requested by the IR Office of UNIN for the preparation of the contract is:

- OIB
- personal bank account active in any bank in Croatia (IBAN)
- personal travel health insurance valid during the entire stay abroad



**Sveučilište
Sjever**

Financial support will be paid to the participant's personal bank account in two installments (70% before the mobility and 30% after the mobility and after approval of the final report within the system Beneficiary Module. Cash payments are not allowed.

After the mobility end, participants are obliged to submit the online final report in the Beneficiary Module system and to submit confirmed mobility documents and all travel documents (tickets, boarding passes, copy of visa, etc.) to the UNIN International Relations Office. Submission of the final report in the Beneficiary Module is considered as a request to UNIN for the payment of the 2nd instalment.

FINAL REMARKS:

- University North is the coordinating institution for the stated project and is responsible for the financial management and overall administration of all activities to be realized within this call.
- Financial supports are to be used by individual participants only for realization of mobility activity at the receiving HEI.
- Individual participants are required to organize their travel and accommodation and to obtain a visa, if necessary.
- Individual participants are required to regulate a travel and health insurance policy that must be valid during the mobility period. UNIN or a partner HEI involved in this project cannot cover for any aspect of medical emergencies, damages or any other conditions imposed on an individual participant while realizing the mobility.
- All financial support to be paid to individual participants shall be regulated according to the Croatian law and regulations in force at the time of a mobility realization.

DISCLAIMER

University North, participating partner HEIs, Croatian National Agency and the European Commission will not be held responsible for any damages caused to individual participants, including damages caused to third parties, which could emerge before, during or after the realization of activities financed by the EU funds.

OTHER

By applying to the Call, candidates confirm that they are aware that University North, as the data controller, processes their personal data from the Application exclusively for the purpose of implementing the relevant Call, i.e., for the purpose of implementing Erasmus mobility, including the publication of their names on the list of selected/rejected candidates or on the waiting list, or on any subsequent lists if necessary, as well as the preparation and implementation of grant agreements and for the purpose of awarding financial support.



**Sveučilište
Sjever**

By applying to the Call, candidates confirm that they are aware that the implementation of the Erasmus mobility process involves entering their personal data into the databases of University North, , foreign partner institutions, the European Commission, the Agency for Mobility and EU Programmes, the database of the Ministry of the Interior, and other institutions/public law bodies authorized to request and obtain data on Erasmus grant recipients for the purpose of mobility implementation.

Furthermore, candidates are aware that their personal data will not be processed in a manner that is inconsistent with the stated purpose and the applicable provisions of European and national law.

CONTACT

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