

CALL FOR APPLICATIONS for STUDENT MOBILITY FOR STUDIES
in framework of ERASMUS+ INTERNATIONAL CREDIT MOBILITY
(ICM 2019) programme
at UNIVERSITY OF LJUBLJANA, FACULTY OF EDUCATION
in study year 2022/2023

1. About the ERASMUS+ INTERNATIONAL CREDIT MOBILITY

For more than 25 years, the European Union has funded the Erasmus programme, enabling over three million European students to spend part of their studies in another institution elsewhere in Europe. Recognising the importance of the extra-European international dimension, especially in higher education, Erasmus+ now also offers opportunities for individuals to study, work or teach in other parts of the world. It also makes the same opportunities available for students from these areas to come to study in ECHE holding higher education institutions in Europe.

Erasmus+ builds on the experience and success of former EU programmes in higher education (Alfa, Edulink, Erasmus Mundus and Tempus) and supports the international exchange of students, academics, ideas and good practice between institutions.

International Credit Mobility is an activity under Key Action 1 (KA107). An institution in a [Partner Country](#) can send its students and/or staff to a partner institution in a [Programme Country](#) and vice versa. Students can study abroad and may benefit from an Erasmus+ grant to help with living costs. Staff can perform teaching and/or training abroad, and they may also benefit from an Erasmus+ grant.

More information:

- [Erasmus+ Programme Guide](#)
- [FAQ about the International Credit Mobility](#)
- [Handbook International Credit Mobility](#)

2. EXCHANGE AT THE UNIVERSITY OF LJUBLJANA

The Student mobility for studies, subject of this Call, was agreed on the basis of cooperation between *University of Ljubljana, Faculty of Education* and *University of Sarajevo, Faculty of Educational Sciences*.

University of Ljubljana will cover the cost of **two student's mobilities for studies** from University of Prishtina, Faculty of Education to University of Ljubljana, Faculty of Education in study year 2022/23.

The expected duration of student mobility for studies is 5 months (February 2023 – June 2023). Minimum duration of student mobility for study is 3 months. The maximum duration is limited by the funding received at the national level and by the student's previous participation in the Erasmus Programme or in the Erasmus Mundus Programme. Limitations apply at the same level of study. Maximum duration is 12 months.

The eligible period for mobility is till 31. 7. 2023.

3. CONDITIONS FOR APPLICATIONS

The following conditions apply:

- The applicant must be a student of University of Sarajevo, *Faculty of Educational Sciences*.
- The applicant must have at least B2 knowledge of English language.

4. APPLICATION TO THE CALL

The applicants should apply by e-mail: srustempasic@pf.unsa.ba

Deadline: 25. 10. 2022.

- Motivational letter
- Transcript of Records

5. SELECTION PROCEDURE

- Selection will be made by Faculty of Education – University of Ljubljana.
- The applicants will be notified about the results of the Call by Vice-Dean for International Cooperation and quality Faculty.

6. APPLICATION PROCEDURE AT UNIVERSITY OF LJUBLJANA

After selection, the application process at the University of Ljubljana begins.

1. Your home university should nominate you to the international office at University of Ljubljana, Faculty of Education.
2. After your home university has nominated you to study at the University of Ljubljana as an exchange student, you should fill in an [On-line application](#). There is no need to send a paper copy of the application.
3. At the end of the on-line application you will find the necessary documents to upload to your application. Your application is complete and will be processed only after you have followed all the steps of the application system and entered all the required information. All uploaded documents need to be in PDF format.
4. After you have completed your application and your host department has approved your application, we will send you an Acceptance letter and Information on living and studying in Ljubljana.

Before mobility, a [Learning Agreement](#) must be confirmed and signed by the home institution, host institution and student.

Visa and Residence Permit

Students from non-EU countries need to obtain an appropriate Visa or Permission for Residence before arriving to Slovenia.

Applicants should submit the application personally at the diplomatic mission or consular post. [Visa application forms](#) are available at all [diplomatic missions and consular posts of the Republic of Slovenia](#) where you can submit visa applications.

Appropriate **health insurance** is also one of the required documents for issuing your Visa. The University of Ljubljana will arrange your health insurance prior to the mobility after submitting the online application with relevant documents. Your health insurance evidence will be valid for the approved period of mobility and will be sent to your email address.

You can find additional information and applying processes regarding Visa and Residence permit here: https://www.uni-lj.si/international_cooperation_and_exchange/erasmus_plus_international_credit_mobility/visa_and_residence_permit/

7. FINANCING

Staff mobility will be co-financed according to the Erasmus+ Programme's received funds at the national level and Slovenian legislation.

Co-financing includes:

- Monthly grant
- Travel costs
- Visa costs
- Health Insurance costs

The **monthly grant for students** is **800 EUR**. The unit of account is the day. One month is 30 days. The final or maximum amount will be calculated on the exact duration of mobility. [Please find examples of different calculation for student's mobility](#). A student is eligible for monthly grant only for period he/she is **physically present** in Ljubljana.

Important information for signing the grant agreement and financing

Special needs

Erasmus+ International Credit Mobility Programme enables students and staff with special needs to receive additional resources for special needs.

Persons with special needs include individuals with mental disorders, blind and partially sighted, deaf and deaf, with speech linguistic disorders, physically impaired, long-term ill persons, with deficiencies in certain areas of learning, and emotional and behavioural disorders that require the implementation of programs with additional professional assistance or customized programs or special programs.

The special needs **do not** include socially disadvantaged (economic reasons) mobility participants.

The selected participant for mobility in Erasmus+ International Credit Mobility programme shall submit its application on the prescribed [form](#) together with the mandatory attachments no later than 40 days prior to departure for mobility to the contact address of the University of Ljubljana.

University of Ljubljana will examine, confirm and forward the application to the National Agency (Cmepius)

8. TRAVEL

Travel costs are limited by the travel distance between host and home institution. The travel distance is calculated with the [Distance calculator](#), published on the website of the European Commission. The calculation takes into account the distance in one direction.

You should buy travel tickets by yourself. University of Ljubljana will reimburse you the travel cost upon your arrival. They will need the original invoice and a copy of your ticket to do so.

The maximum amount of Travel costs will be calculated with respect to the real costs (invoices), up to the amount defined by the rules of the Erasmus+ Programme (see the table below). For relation Sarajevo – Ljubljana the maximum amount for travel costs is **180 EUR**.

9. ACCOMMODATION

Erasmus+ International Credit Mobility students can apply for a bed in student dormitories. The rooms are double with shared bathroom and shared kitchen. Access to internet is available in all the dormitories. The price of the room depends on the type of the apartment and size of the room. The average price per person per month in a double room is 120-190EUR.

How to apply: fill in the Information on Housing in the [online application](#). Choose number 1 if you want to stay in dormitory.

Private accommodation

You can also choose to live in private accommodation. For this option, choose number 2 in your on-line application.

The Student Organization of the University of Ljubljana will help you find private accommodation after your arrival to Ljubljana. Before your departure, please book yourself a hostel for the first few nights. After arrival, visit the International Office of the Student Organization (Pivovarniška 6, office hours MON, TUES, THUR: 12 am – 3 pm). They will provide you with some addresses for you to visit and decide on taking the room or not. All available accommodation is located within the public transportation zone. You can contact them for more advice: rooms@sou-lj.si.

You may check in advance the following web pages:

- [SOU Ljubljana](#)
- [Find your Room](#)
- [Real Estate](#)
- For additional information also click [here](#)!