



Call for Erasmus+ KA171 scholarships for students of doctorate to countries outside Europe. Curs 2024-2025

The Erasmus+ program of the European Union is designed to reinforce the efforts of participating countries to efficiently use the potential of European human and social capital, at a time that confirms the principle of permanent learning. On the other hand, the program offers opportunities for cooperation and mobilization between the program countries and partners, especially in the field of higher education.

At the Spanish State, the person responsible for coordinating and managing these programs is the Spanish Service for the Internationalization of Education (SEPIE), which establishes the basic regulations and the essential requirements for participating.

In connection with this program, the call for applications for UPC doctoral students is published, the details of which are detailed below.

1. Object:

This call is financed by the economic funds of the Erasmus+ project KA171_Projecte 2022-2025.

Adjustments for the financing of stays under the Erasmus+KA171 program are called for in the following countries:

Country	Universitats sòcies of the UPC for mobilitat Erasmus+KA171	Name of places per country/university
Japan	Kyoto Institute of Technology	1
South Korea	AJOU University	1
Taiwan	National Central University	1
Unit States of North America	Illinois Institute of Technology	2

This report will aim at the development of teaching and research activities or the expansion of knowledge and technical knowledge at the universities mentioned above.

2. Duration:

The duration of the stay will be **6 consecutive months, between November 1, 2024 and July 1, 2025.**

3. Characteristics of the settings:

_ Monthly amount due: 700 Euros.

_ Additionally, the beneficiary will receive a contribution for travel expenses calculated according to the number of kilometers between the city of the University of origin and the City of the University of destination: https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

Travel distance: Between

100 and 499 KM:

Between 500 and 1999 KM:

Between 2000 and 2999 KM:

Between 3000 and 3999 KM:

Between 4000 and 7999 KM:

8000 KM or more:

Standard Travel / Import:

180 EUR per participant

275 EUR per participant

360 EUR per participant

530 EUR per participant

820 EUR per participant

1500 EUR per participant

_ It is up to the student to search for and select the assignment and carry out the assignment, always with the authority of his/her responsible persons (tutor and person responsible for the Doctorate Program).

_ The contracting of transport and accommodation, together with the specification of the details of the accommodation, They will be the responsibility of the beneficiary.

_ Adjustments may be requested retroactively for the statuses already completed if they are within the eligible period, if the candidates complete all the requirements of the call and provide the documentation required by the call.

4. Candidate requirements

4.1. Be a citizen of a state that is a member of the European Union or have a residence permit in Spain that is valid during the period of your stay. Therefore, candidates must have a NIF or Foreigner Identification Number (NIE).

4.2. Be enrolled in tutoring and currently pay tuition during the 2023/2024 academic year in a UPC doctoral program. The doctoral thesis must not have been submitted at the start of the application.

4.3. Students who will benefit from an Erasmus+ accommodation must maintain their student status linked to the UPC for the entire period of their stay. Consequently, the UPC will not donate funds to students who are planning to complete a degree program.

4.4. The statement must be authorized by the director of the doctoral thesis and the coordinator of the corresponding program, as well as accepted by the receiving institution and the applicant. For this reason, the Learning Agreement must be signed by 4 people.

4.5. Do not exceed 12 months of Erasmus mobility at the doctoral level of studies. In this calculation it is necessary to add any mobility status from the previous Erasmus programs or from the current Erasmus+ programme, regardless of whether or not they have been adjusted per fer-les.

5. Formalization of applications:

_ The deadline for submitting applications will end **on December 2024** at 11:59 p.m. Hours.

_ The application must be formalized through the UPC electronic address:

<https://seuelectronica.upc.edu/ca/Tramits/erasmus-ka171-doctorat>

You must also attach the following documentation to your [electronic address](#) :

1. **Invitation letter** from the host university.

2. A copy of the current **Doctorate Activities Document (DAD)** .

3. **Learning Agreement” (also named “LA”)**. Time to be completely emplenat i signat per totes les parts: The applicant person, the thesis director, the coordinator of the doctoral program and the supervisor of the stay at the educational institution.

4. **Pla de Treball** annexed to the LA.

Note 1: *The UTG that manages the Doctorate program must first have to enter the state at Prisma and the student must be able to see the state in the e-secretariat, in the second section: “Mobilitat – stay mobilitat” .*

Note 2: The call will be issued to the extent that the applications arrive, while there is a pre-supply provision.

The presentation of the application implies acceptance of the bases of this call, especially what is required by points 6 (beneficiary selection process) and 9 (obligations of the beneficiaries) of this call.

The International Relations Office will inform, via e-mail, of the receipt of the request along with the incorrectness or lack of documentation or information, if any.

6. Beneficiary selection process

In the event that the amount of adjustments that cover the applications submitted and that the meeting of all the requirements exceeds the available budget, these will be ordered based on a score calculated as follows:

- a) 1 point for sol-licitants who have positively evaluated the Work Plan.
- b) 2 points for sol-licitants who have not previously agreed upon this request.
- c) ends at 3 points depending on the scientific production of the sol-licitant.

The scoring of point c will be awarded by the Permanent Commission of the Doctorate School.

7. Resolution

The submitted applications will be studied and resolved, at most, on the last day of the month following the month in which the applications are submitted. In this partial resolution, all applications submitted at the end will be stated, it will be published in a list of NIF/NIE on the website of the International Relations Office www.upc.edu/sri and it will be notified electronically to the interested person.

All communications are faran mitjançant **e-mail** that the student facilitates upon request. For this reason, the applicants will be responsible for keeping this information up to date.

Against this partial provisional resolution, the applicants may present appeals within a maximum of 10 calendar days from the publication of the resolution. The petitions must be submitted to the UPC electronic address through the link indicating the provisional resolution.

Subsequently, a final resolution will be published that will complete the administrative procedure and which will then be able to file an administrative contentious appeal.

The list of adjustments granted is published with the indication of name and cognoms and the 4 xifres located in the position from fourth to seventh when the identifying document followed a NIF or, in the case of obtaining a NIE, those that occupy The fourth to seventh positions obviate the alphabetic character.

The list of denial adjustments is published with the complete NIF or NIE and the reason for denial.

Those interested in a granted adjustment will receive a notification and will have to expressly accept the adjustment in response to an email that will be sent to them.

8. Incompatibilities

The perception of the adjustments established in this call is incompatible with the perception of any other adjustment or scholarship financed by European funds (Erasmus Mundus, Marie Curie, MINIMI, Erasmus+ Staff Teaching Assignment (STA), KA203, etc.).

It is the responsibility of the applicant to inform himself about the possible incompatibilities between settings, in case he considers an other match or scholarship not included in the previous section.

The non-compliance of the regime of incompatibilities established may imply the reinstatement of the adjustments, without prejudice to the responsibilities that fall.

The granting of the allowance provided for in this call does not exempt UPC staff from the obligation to apply for permits in the absence of work requirements, in accordance with current regulations.

9. Obligations of the beneficiaries:

9.1 Just starting the state:

9.1.a. Sign the financial agreement Erasmus +

9.1.b. Send the SEPA e-secretary to the e-secretary, signed electronically by the head of the banking department. This document is available in the "banking comptes" department of the e-secretaria and it takes time to validate, in the e-secretaria, the academic secretary corresponding to the student's doctoral program.

9.1.c. Have inform the e-secretary of the Spanish banking compte number in which vol que l'ingressin.

9.1.d. Have completed the Erasmus Learning Agreement, completed and signed all parts. This document takes time to validate, in the e-secretariat, the academic secretary corresponding to the student's doctoral program.

9.1.e. Have medical insurance, accident insurance, repatriation for death and civil liability for your stay in the country of destination.

_ The beneficiary will contract the insurance and bid the certificate to the secretary, with the academic secretary of the student's doctoral program it will be validated.

_If the moment of mobilization arrives, the document has not been deposited and validated, the payment of the adjustment will not be possible.

_The private insurance contracted for students must have the following obligatory benefits: **Health care, including diagnostic**

and surgical interventions.

Accident coverage to the country of destination.

Repatriation in case of death.

Civil liability.

_In this case, a certificate of residence including Social Security will be valid. Only adjustments are made for retroactive statuses that can prove that insurance has been available for the status.

The UPC recommends the [Oncampus Estudios insurance](https://oncampus.es/seguros/oncampus-estudia/), which students can contract directly through the Oncampus website <https://oncampus.es/seguros/oncampus-estudia/>

9.2 During mobility:

9.2.a. Fill out a certificate of incorporation expedited by the receiving institution based on the expected start and end dates of the stay. A model of this certificate is available from the student secretary. This document must be validated by the UTG seva, it takes time to validate, in the e-secretariat, the academic secretary corresponding to the student's doctoral program.

9.2.b. Respect the regulations of the institution of destination, as well as the general legislation of the country of destination.

9.3. To the turn of mobilitat:

9.3.a. **Send to the secretary a certificate expedited by the receiving institution** containing the start and end dates of the stay. The certificate model is available from the student secretary.

This document takes time to validate, in the secretariat, the academic secretary corresponding to the student's doctoral program.

Així mateix, the student will record his/her stay in the DAD.

9.3.b. **Complete the final survey** which, immediately after arrival, will arrive to the student by email from the address EU-CORPORATENOTIFICATION-SYSTEM@ec.europa.eu

This question is obligatory for all participants of the Erasmus+ program.

9.3.c. **Fill out the final Training Agreement (with the "after mobility" part completed).**

9.3.d. **Fill out a report of the status carried out.**

9.3.e. **Fill out the boarding cards or similar, to justify the trip.**

If the documentation provided does not clearly demonstrate the completion of the stay, the student or the receiving institution may be required to provide additional documents to prove the stay.

The beneficiaries, in all cases, are also committed to:

_ Return the full or proportional amount of the grant in case of total or partial waiver or d'escurçament del període de l'estada if there is cause of force major.

_ They are also allowed to return lost imports indefinitely in cases where a calculation error has occurred.

_ If the student does not complete a minimum of 3 months of stay, the full amount of the adjustment must be returned.

_ Failure to return these imports implies the temporary suspension of academic services.

If the student has not completed the required documentation within 15 days, once the status is finalized, the adjustment will be revoked and the payment will be donated to the participant of the Erasmus+ Program.

10. Payments

The payment of the adjustments to the beneficiary students will be made in the following way:

- 70% of the amount foreseen during the first week of the stay, if the corresponding documentation has been filed according to point 9. - 30% of the amount at the beginning of the stay, after filing the remainder of documentation, according to point 8.

In case the final duration of the stay accredited in the corresponding certificate remains lower than that indicated in the international mobility credential, the part corresponding to the time not completed will be deducted from the payment of the adjustment.

These adjustments are subject to current tax legislation.

11. Modifications of dates and destinations of the mobilitats:

If there is a change in the dates and/or destination in which the state will be located, a written motivation and a new Learning Agreement/Training Agreement must be presented, and the rest of the documentation updated and signed by the corresponding responsible parties, according to the agreement in apartment 4 of this call. However, it is official recalculation of the amount of the payment of the adjustment, according to the new dates and/or destination.

12. Adjustments for people with special needs:

Beneficiaries affected by a legally recognized disability (equal to or greater than 33%), or due to physical, mental or health problems must be accredited with the corresponding medical certification; They may benefit from the complementary adjustments that SEPIE has for this collective.

The bases and procedures for requesting these requests are submitted to the corresponding call, on the website of the Academic Management Service of the UPC.

13. Information on data protection

Candidates are informed that the International Relations Office of the Polytechnic University of Catalonia will continue to process personal rights in accordance with the General Data Protection Regulation (EU) 2016/679.

All information relating to data protection can be consulted on the website of the International Relations Office at the following link: <https://www.upc.edu/sri/ca/estudiantat/mobilitat-estudiants/convocatories-dajuts-1/call-dajuts-erasmus-2021-222-doctorat/tractament-de-dades-personals>

This information is also available to the Erasmus financial agreement.

14. Final provision

Mobility statuses will be incorporated into the student's file.

If the state donates information to publications, results, etc. When this statement is mentioned, it will indicate that it is going to be carried out with the adjustment of the Erasmus+ program.

However, not contemplated in this call will be the application of the norms and requirements established by SEPIE on its website: <http://www.sepie.es/>.

Signat to Barcelona, October 28, 2024.
Prof. Daniel Crespo Artiaga Rector