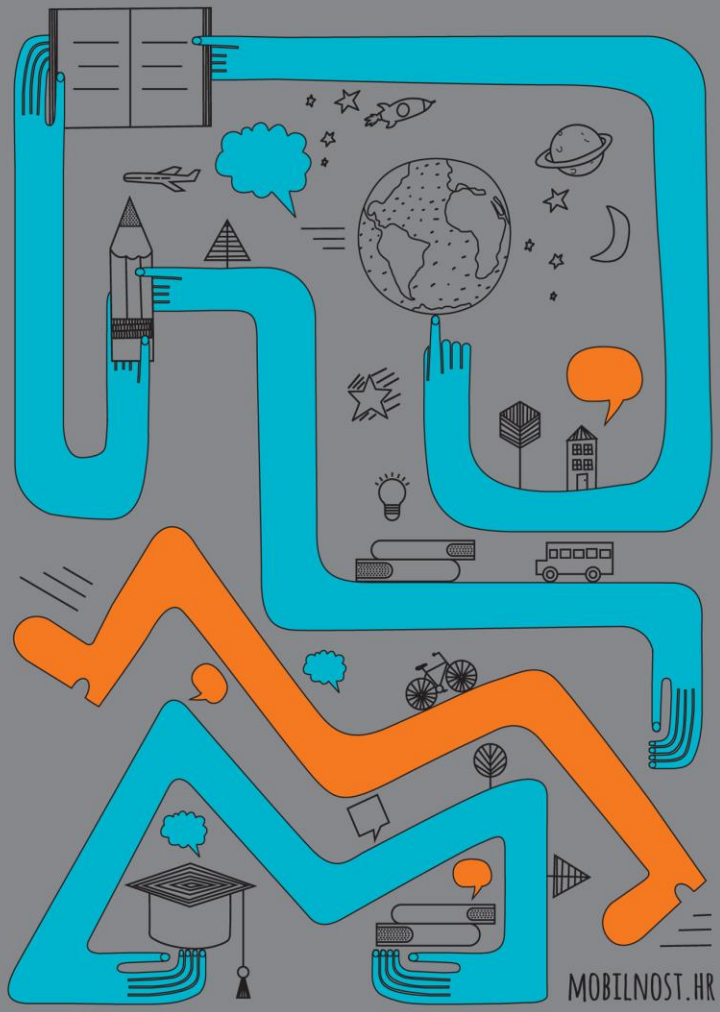


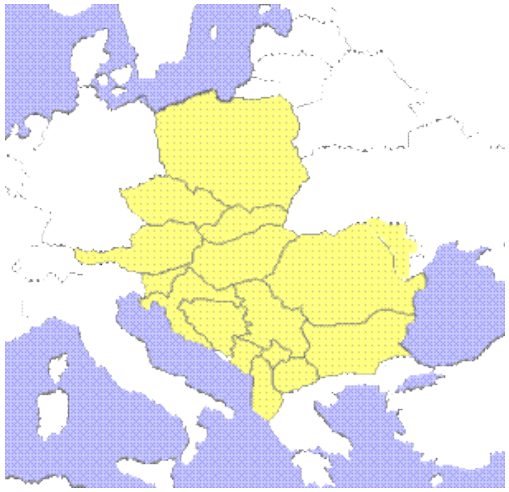
HR-1504 Network Coordination Meeting

Zagreb, 29.9.2021.

Central European Exchange Programme for University Studies

- academic exchange program for students, doctoral students and university teachers

- Network mobility/ freemover mobility



Multilateral agreement by which 16 participating countries award scholarships for incoming mobility.

AGENCY FOR MOBILITY AND EU PROGRAMMES

Who can participate?

STUDENTS (SEMESTRAL and PhD)

STUDENT MOBILITY CATEGORIES

STUDENT– (minimum of 3 months)

SHORT TERM STUDENT (1-3 months) → mainly for PhD students; also for students working on their thesis, work in a laboratory, etc.

SHORT TERM EXCURSION– 3 to10 working days (Summer schools)→ only within a Network

- **Host NCO covers only costs of the scholarship grant and reimburs travel costs for the outgoing students (if applicable)**

Scholarship terms for students

- **two completed semesters of the regular studies when they start with mobility (not in the moment of the application)**
- **maximum of 10 months per cycle**

TEACHERS

Mobility period:

- **5 to 30 days**

Scholarship terms for teachers:

- **Faculty members/teaching staff**
- **Teaching or supervising 6 hours per work week (5 days) during their exchange**
- **Entering a teaching plan - subjects and respective hours of the teaching activities in mobility application (in a *Motivation* field)**

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Application deadlines

3 application deadlines for individual mobilities in CEEPUS

15 June	**network mobilities in winter semester**
31 October	**network mobilities in summer semester**
30 November	***freemover* mobilities in summer semester**

*some countries award applications throughout the year, as long as there are months left over, others are more strict with the deadlines.

For incoming mobilities to Croatia: official deadlines should be respected.

AGENCY FOR MOBILITY AND EU PROGRAMMES

Obligations and tasks of the local CEEPUS coordinators

BEFORE THE MOBILITY

Selection of the outgoing candidates: responsibility of the home institution/CEEPUS coordinator

Recommendation of the NCO Croatia to local CEEPUS coordinators is to publish the internal Call for the applications!

- **Recommended criteria to be evaluated (in the compliance with the CEEPUS objectives):**

✓ **application submitted within a given deadline**
✓ **priority to the students applying for CEEPUS grant for a first time**
✓ **clearly stated motivation for this specific mobility**
✓ **academic success (not a priority)**

IMPORTANT: Before the internal Call for applications, check the plan of mobilities with the Network coordinator.

BEFORE THE MOBILITY

Nomination of the incoming applications:

- ✓ host institutions still have rights to reject the applications if some of the above mentioned criteria are not met (e.g. motivation or mobility plan are not clear enough)
- ✓ assure the recognition of the period of study at their institution (ECTS credits)
- ✓ incoming network mobility SHOULD BE foreseen within a Traffic sheet of the network (master plan of all network mobility during one academic year)
- ✓ OBLIGATION of the local CEEPUS coordinator → to open and check carefully the applications for incoming mobilities!

Teaching staff applications:

- ✓ In coordination with the incoming/visiting professor, host institution should include the planned teaching activities in its academic plane of lectures
- ✓ Motivation filed must contain teaching plan (names of lectures and number of teaching hours), 6 hours per week.

DURING THE MOBILITY – INCOMING SCHOLARSHIP HOLDERS

- ✓ in cooperation with the International Relations Office, providing support to the grant holders in solving administrative issues (OIB, payment of the scholarship, etc)
- ✓ Letter of Confirmation and Mobility Report→ At the end of the mobility grant holders must fill in the Mobility Report and Letter of Confirmation in the CEEPUS system, have it signed and stamped by the Host Institution and upload them in the CEEPUS system.

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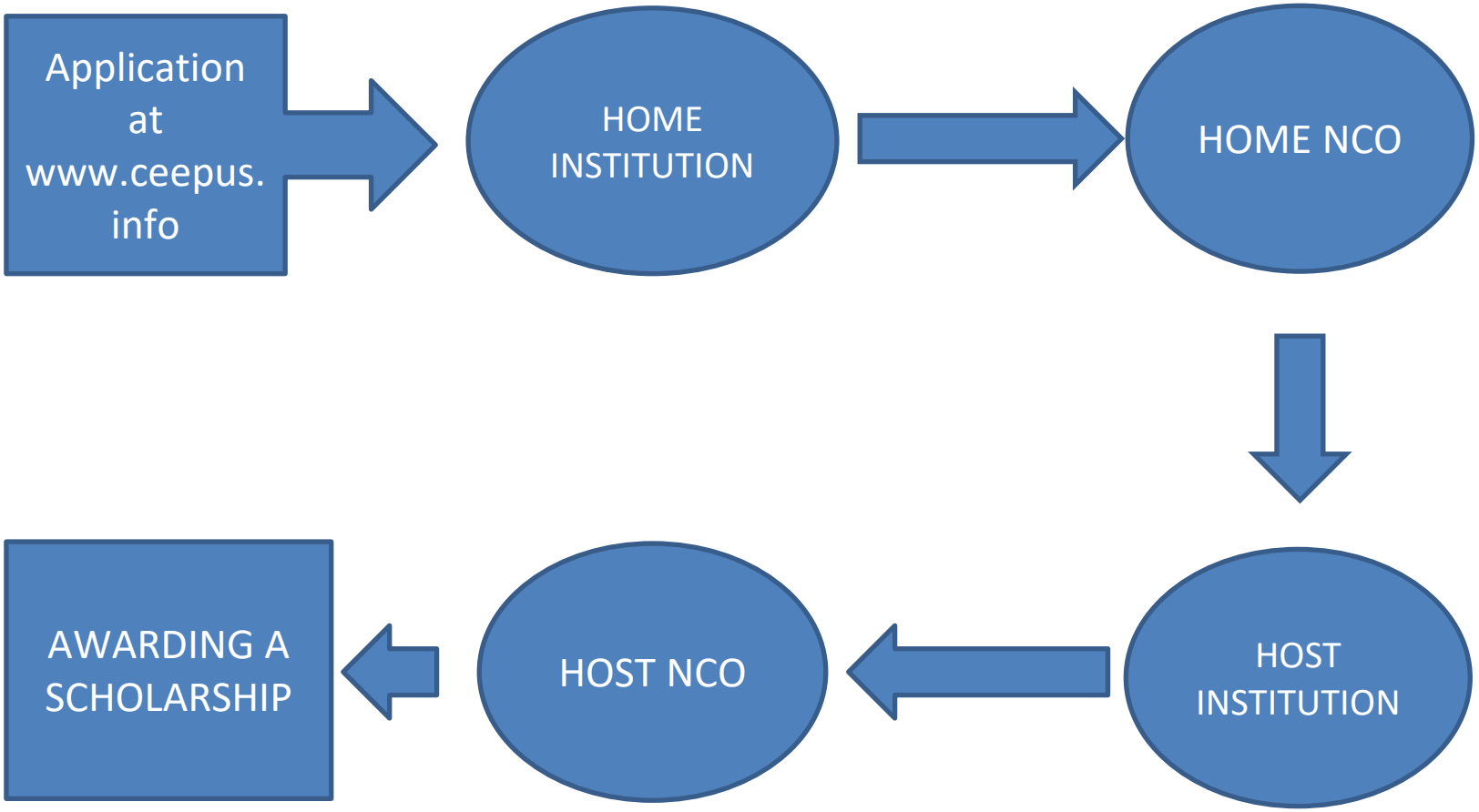
Project life cycle of the individual network mobility

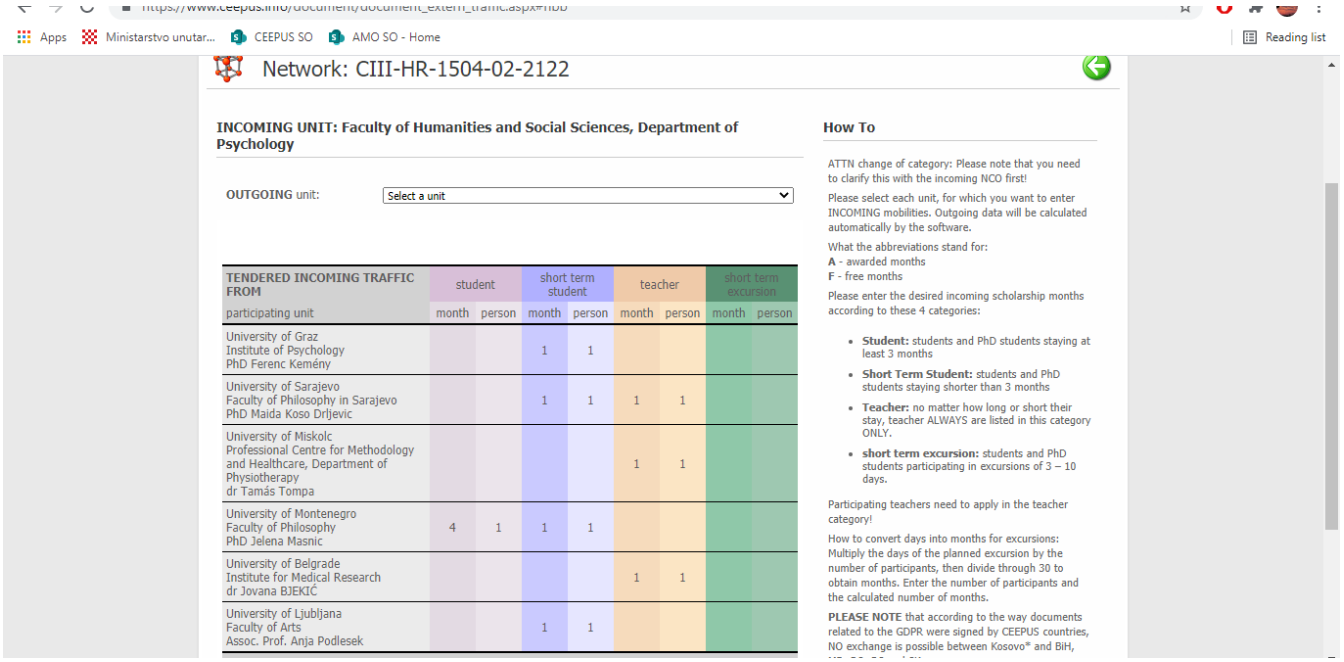


AGENCY FOR MOBILITY AND EU PROGRAMMES

Traffic sheet

Information about the number of the incoming and outgoing months: available at www.ceepus.info

Follow the link → Network applications → Academic year 2021/2022 → Content (click on Open) → Participating units (Select your institution) →Incoming Traffic for this participating unit (click on „Edit").



TENDERED INCOMING TRAFFIC FROM	student		short term student		teacher		short term excursion	
participating unit	month	person	month	person	month	person	month	person
University of Graz Institute of Psychology PhD Ferenc Kemény			1	1				
University of Sarajevo Faculty of Philosophy in Sarajevo PhD Maida Koso Drljevic			1	1	1	1		
University of Miskolc Professional Centre for Methodology and Healthcare, Department of Physiotherapy dr Tamás Tompa					1	1		
University of Montenegro Faculty of Philosophy PhD Jelena Masnic	4	1	1	1				
University of Belgrade Institute for Medical Research dr Jovana BJEKIĆ					1	1		
University of Ljubljana Faculty of Arts Assoc. Prof. Anja Podlesek			1	1				

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CEEPUS Network Application

IMPORTANT: mutual recognition of the study period abroad → planning your mobilities with the partners accordingly.

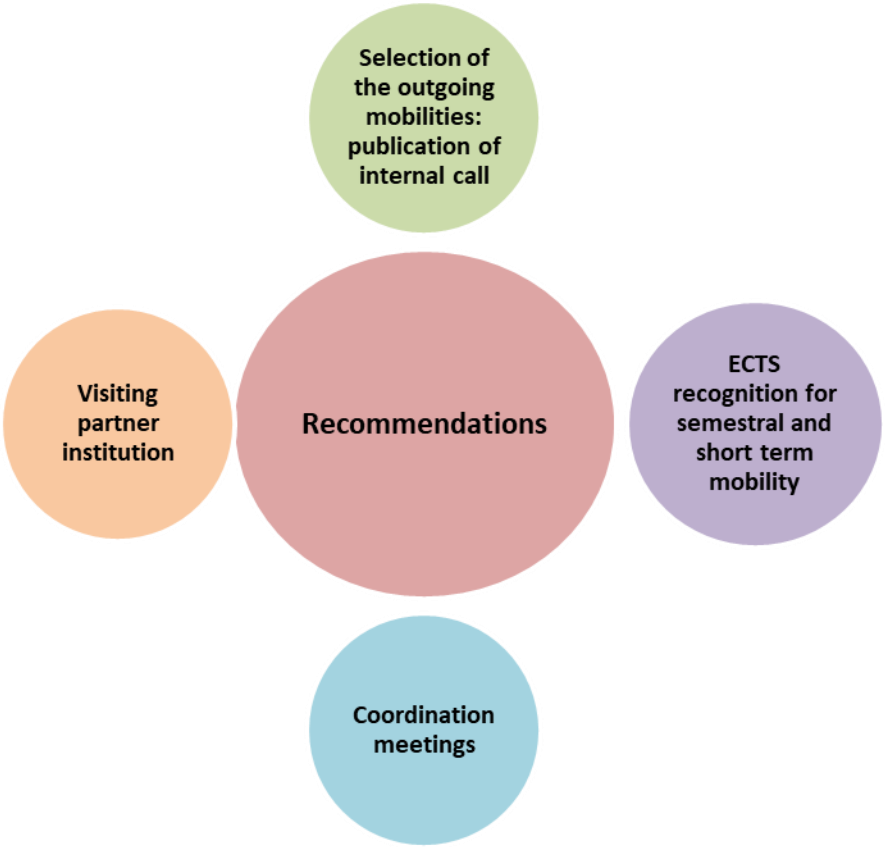
CEEPUS Work Programme:

„ Mutual recognition within the network shall be foreseen. **ECTS (European Credit Transfer and Accumulation System) or compatible systems shall be applied.**

In the case of students working on their theses or dissertations this might be replaced by a statement of both the supervisor of the home and of the host university that the study abroad period served the purpose of working towards a thesis or dissertation, respectively."

AGENCY FOR MOBILITY AND EU PROGRAMMES

Recommendations of NCO-HR



AGENCY FOR MOBILITY AND EU PROGRAMMES

Thank you for your attention!

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