

**RESOLUTION DATED 3<sup>rd</sup> APRIL 2025 OF THE CONSORTIUM TRANSFRONTEU FOR THE SELECTION OF INCOMING STUDENTS AT THE CONSORTIUM MEMBER UNIVERSITIES WITHIN THE FRAMEWORK OF THE EUROPEAN PROGRAMME ERASMUS+ KA171 DURING THE ACADEMIC YEAR 2025-2026**

This call for applications is published within the framework of Regulation (EU) 2021/817 of the European Parliament and of the Council of 20th May 2021, establishing "Erasmus+": the Union Programme for Education, Training, Youth and Sport.

The University of Málaga (hereinafter, UMA), the University of Cádiz (hereinafter, UCA) and the University of Huelva (hereinafter, UHU) have agreed to request the creation of an Erasmus+ Consortium for Higher Education under Key Action 171, because of their interest in promoting mobility at the international level. The UMA, as coordinator, has signed the Agreement for the creation and funding of the TransFrontEU Erasmus+ Mobility Consortium with the National Agency of the Spanish Service for the Internationalization of Education on September 5th, 2023.

The TransFrontEU Mobility Consortium, through the projects 2024-1-ES01-KA171-HED-000218561 and 2023-1-ES01-KA171-HED-000123600 funded by the European Commission, aims to contribute to the development of strategies to improve cross-border relations in the following work areas:

- Globalization/Interculturality
- Sustainable development -including technological transformation-
- Governance among Higher Education Institutions
- Equality/Inclusion

To this end, this Consortium agrees to initiate an administrative procedure for the mobility granting of incoming students from the Universities members of the Erasmus+ TransFrontEU Consortium.


**I. PURPOSE AND APPLICABLE LEGAL FRAMEWORK**

The purpose of this procedure is to establish the basis for the selection of undergraduate, Master and PhD students, from the Higher Education Institutions detailed in **Annex I** of this call, who, meeting the requirements, desire to engage in mobility experiences at Bachelor, Master, or Doctoral levels at any of the TransFrontEU Consortium members (UMA, UCA, UHU) within the Erasmus+ KA171 mobility program during the 2025-2026 academic year.

Since these are grants funded by the European Union, this procedure will be developed in accordance with the norms established by it, and by the national norms of development or transposition thereof, Spanish Law 38/2003 (November 17th) of General Subsidies, and failing that, by the provisions of the Spanish Law 39/2015 (October 1st) of the Common Administrative Procedure of Public Administrations and the TransFrontEU Grant Agreement signed with the Spanish National Agency for this project, and the rest of the current legislation that is applicable.

In accordance with the common bases of this call, each partner of the Consortium (UMA, UHU and UCA) will manage the selection procedure of its incoming students to cover the places offered by each institution. The specific details of these differentiated procedures -application and procedures of the required documentation, provisional lists of candidates and final lists of selected candidates, appeals,



<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	1/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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submission of documentation before, during and after the mobility stays- are listed in **Annex II** of this call. This is subject to the approval of the candidate by these universities (UMA, UCA or UHU) and in line with the agreements previously signed, as well as the nomination process outlined in this call.

## II. REQUIREMENTS TO PARTICIPATE

### Interinstitutional Agreements

Before the mobility begins, an Interinstitutional Agreement between the Consortium and partner universities must be signed.

The vacancies available for the academic year 2025-2026 for Bachelor's, Master's, and PhD students are published in Annex I. The number of available placements may vary depending on the transfer of available places and vacancies in other countries within the same region, as well as the types of mobilities and funding allocated annually for Erasmus+ KA171.

All partner institutions will annually announce their own call with their specific selection process for students.

Mobilities outlined in this call must take place before 31<sup>st</sup> July 2026.

### Eligibility

To participate in this process, applicants must meet the following requirements by the end of the application submission period:

All incoming grants during the validity period must align with the Interinstitutional Agreement previously signed with partner institutions, whose vacancies have been included in Annex I.

Applicants must have an appropriate level of proficiency in the language of instruction (specific requirements can be found in the Interinstitutional Agreements). Each university will ensure that its candidates meet the language requirements necessary to benefit from the mobility period.

*Specific requirements for student eligibility include:*


Applicants must be enrolled in a recognized Bachelor's, Master's, or Doctoral degree program at the same level of studies for which they are applying, at one of the Consortium's partner universities at the time of application and throughout the mobility period.

Applicants must be nominated by their home institution.

Each student may participate in mobility periods totalling up to a maximum of 12 months per cycle of study, regardless of the number and type of mobility activities.

PhD and Master applicants must obtain prior written approval from the Master or PhD coordinator of the host university of the Consortium.

All applicants must submit a Learning Agreement that is duly signed by all parties (the candidate, the sending institution, and the receiving institution). No nomination will be accepted without the corresponding supporting documentation.

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	2/20	
<b>Uri De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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PhD's applicants must submit the Abstract of the PhD research duly signed by all parties (the candidate, the sending institution, and the receiving institution).

Mobilities and grants will be subject to the regulations and restrictions issued by the authorities regarding the health situation and the continuity of exchange programs. Acceptance will also be contingent upon approval by the host Department/Faculty.

**Prior acceptance procedure for a place offered**

The nomination does not guarantee the awarding of grants, as it is contingent upon available funding and the pre-selection and final admission of the students, as published in the Resolution.

**III. APPLICATION PROCEDURE**

**Selection procedure by the home university**

The participant must be nominated by the Home University and selected by the Consortium university that will process his/her admission. The entire pre-selection process (call) at the home university will adhere to criteria of transparency and equal opportunities for all applicants. Specific pre-selection criteria will be developed and published on the websites and social media platforms of each home university and the link of its publication will be sent to the Consortium host institution. These criteria will be disseminated, to the extent possible, through local and regional media channels.

**Procedure for nominating participants from partner universities to the Consortium members (UMA, UCA, UHU)**

The procedure for nominating students at UMA, UCA and UHU will be different as detailed in Annex II.

The partner universities may nominate a maximum number of students as stipulated in their Interinstitutional Agreement (IIA). However, the nomination of candidates does not guarantee the awarding of a scholarship. The granting of scholarships is contingent upon meeting the specified requirements, providing supporting documents, availability of funding, and the pre-selection and final admission of the student.


Additionally, partner universities have the option to establish a reserve list of students in the "Letter of Nomination and Absence of Conflict of Interest" document. If all places are not filled, Consortium universities will proceed to evaluate the reserve list of each university.

The **documents required to nominate** are stated in Annex II.

**Inclusion**

Candidates from disadvantaged backgrounds, with special needs, or disabilities are encouraged to apply. They may receive additional funding according to EU regulations to cover costs directly related to their participation in the mobility.

If the Home University nominates candidates with a disadvantaged profile, they should send an email to the Consortium institutional coordinator (UMA, UCA or UHU) with information and supporting documents and certificates that justify the student's health problems (physical, mental, intellectual, or sensory impairments, and chronic diseases which prevent participation in mobility) or disabilities.

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	3/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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Additional funding to cover costs directly related to their participation in the mobility can be obtained and is conditionally approved by the Spanish National Agency. The request for additional financial support should be made separately from the application form. Partner institutions should duly justify the disability through the selection process.

The selection process will evaluate the applicants and will prioritise candidates according to the established criteria and budgetary availability.

**IV. DURATION AND FINANCIAL AID**

**Period of Stay**

The duration of the stay for students will be a minimum of 2 months and a maximum of 5 months. Exceptions allowing for a shorter or longer period must be duly justified and authorized by the corresponding Vice-Rectorate (UMA, UCA and UHU). Failure to obtain such authorization will require the candidate to return the entire grant.

During their stay, PhD students are expected to conduct research towards their doctoral thesis.

**Finance**

The mobility grant for students includes a travel allowance and a monthly subsistence allowance based on the flat rates determined by the Erasmus+ KA 171 Programme.

It's important to note that the grant is intended to cover a portion of the mobility costs, not the entire amount.

Selected participants are responsible for covering their own expenses when arranging their stay, such as visa fees, insurance (except UCA's students), flights, and accommodation, as the mobility grant will only be disbursed once the stay commences.

It's highly recommended to make bookings (flights, accommodation, etc.) with conditions that allow for reimbursement in case of travel cancellation.

The funds for mobility grants in this Call are provided by the European Commission and managed by the Spanish Service for the Internationalization of Education (SEPIE).

**The financial aid is included in Annex I.**

**"Zero grant"**


If the number of applications exceeds the number of grant places assigned to each country, or if there are no places available for the requested mobility, participants who have not been awarded a grant can apply for a "Zero Grant".

Participants with a "Zero Grant" will have the same rights and obligations as participants with a full grant but will not receive Erasmus+ funding (neither individual support nor travel support).

**V. SELECTION CRITERIA**

Grants will be awarded on a competitive basis, following the assessment of applications by the home institution. The Home University will provide a list of pre-selected candidates based on the criteria



<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	4/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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outlined in the internal call of the Home University. Home institutions must determine the project where their students will be nominated. Priority will be given to the spots available of the project 2023. After completing these spots (if any), 2024 project available will be offered.


For the Evaluation Committee of the Vice-Rectorate for Internationalisation at the Consortium host university to assess the suitability of the profile of the students nominated, we recommend the following scale criteria. These criteria align with the principles of transparency, inclusion, and equal opportunities for applicants, as established in the Interinstitutional Agreement previously signed, and EU recommendations.

SELECTION CRITERIA		
Requirement	Details	Points
Academic requirements	Grades above average-higher than 8 on a 1/10 scale	1
First participation in Erasmus+	First stay in Erasmus+	1
Purpose of study (Learning Agreement/PhD Abstract) related to thematic areas in the field of cross-border relations that have been established, namely:	Globalisation_ Interculturality; Sustainable Development, including technological transformation; Governance among Higher Education Institutions; and Equality / Inclusion.	2
Spanish certificate	B1- 1 point B2 – 2 points C1 or C2 -3 points Only one certificate with the highest qualification will be evaluated	1-3
Disabilities		3
<u>Fewer Opportunities/Barriers</u>	Fewer Opportunities	2

## VI. ADMISSION OF SELECTED CANDIDATES

The selected candidates will follow instructions received by their host institution (UMA, UCA or UHU)

**Before mobility**, participants should proceed as follows:

Código Seguro De Verificación	7477-514B-6A57P5457-5A35	Estado	Fecha y hora	
Firmado Por	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
Observaciones		Página	5/20	
Url De Verificación	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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To undergo Online Language Support (OLS) before starting their mobility

To enrol following instructions received, considering the minimum number of credits established for each level of studies.

- For Bachelor's and Master's programs: minimum 18 credits.
- PhD: They will not have a minimum number of enrolled credits, but they must indicate in the learning agreement "Research stay."

To sign and send the Grant Agreement.

If required, to apply for the visa in the country of origin. To facilitate obtaining it, host institution will issue a letter of invitation to each participant.

To be in possession of adequate insurance throughout the mobility period according to Erasmus+ programme rules:

Travel insurance, including damage or loss of luggage.

- Medical expenses, accidents, and serious illness (including permanent or temporary incapacity).
- Death, including repatriation.
- Third-party liability.
- The cost of the insurance will be covered by the participants themselves (except UCA's students).

For further details about the insurance, please, contact the Consortium host university.

**Important:** all documents must be typed. Handwritten documents would not be accepted.

**During the mobility** participants should proceed as follows:

To stay at the host institution during the period provided for in the grant agreement (exceptionally and with prior justification, at least 2 months for students). Exceptional circumstances will allow for a longer extension but should be duly justified and authorized by the corresponding Vice-Rector's Office. Otherwise, the candidate will have to return the entire grant.

To carry out the mobility stay according to the proposal and dates committed established every year. In the event of force majeure, the mobility period must be modified by signing an addendum to the agreement.

To attend classes or carry out the research work indicated in the Learning Agreement and sit the exams that are part of the syllabus of the subject they are studying.

To participate, if requested, in sharing their mobility experience.

To carry out the mobility according to the study proposal (SMS) and committed dates of the specific project academic year.

Código Seguro De Verificación	7477-514B-6A57P5457-5A35	Estado	Firmado	Fecha y hora	03/04/2025 19:56:47
Firmado Por	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales		Página	6/20	
Observaciones					
Uri De Verificación	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>				
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To assume responsibility for performing the mobility during the period established in the corresponding annex (Project and Call).

After the mobility participants should proceed as follows:

To complete the Erasmus+ Participant Report on the Beneficiary Module platform within **five business days** after receiving the link (the link will be sent by email 30 days before the end of the mobility). This requirement will be mandatory to receive the remaining amount of the grant. The institution may request partial or total reimbursement of the financial aid received from participants who do not complete and send the **EU survey** on time.

To send the transcript of records and recognition to the sending institution to complete table D after mobility of the learning agreement.

**VII. COMMISSION OF RESOLUTION**


Once the nomination period has closed, the Evaluation Commission of the International Relations Office at each Consortium university will distribute the grants equitably, considering the score assigned to each student by the home university, the supporting documentation provided in the nomination, and the funds available (Interinstitutional agreements) for each partner university. The nominations and documents received from partner institutions will be submitted to the selection commission comprised of:

UNIVERSITY OF MÁLAGA

<b>President</b>	Ms. Enrique Nava Baro, Vice-Chancellor of International Mobility and International Projects
<b>Chair 1</b>	Ms. Sonia Osorio, Deputy Vice-Chancellor of International Mobility and International Projects
<b>Chair 2</b>	Ms. Isabel Martín Aguilar, Responsible for Erasmus+ KA171 Mobility
<b>Secretary</b>	Ms. M. Carmen Gordo Jiménez, Head of Service of International Affairs

UNIVERSITY OF CADIZ

<b>President</b>	Ms. Marcela Iglesias Onofrio, Vice Rector of Internationalization
<b>Chair 1</b>	Ms. Laura Cubillana Aguilera, General Director of International Mobility
<b>Chair 2</b>	Ms. Maryia Maiseyenko, International Student Mobility Officer
<b>Secretary</b>	Ms. D <sup>a</sup> Pilar de Castro Herrero, Head of Service of International Affairs

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	7/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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**UNIVERSITY OF HUELVA**

<b>President</b>	Ms. María Teresa Aceytuno Pérez, Vice-President of Internationalisation and Global Engagement
<b>Chair 1</b>	Ms. Mariluz Capelo Álvarez, Responsible for Erasmus+ KA171 Project and Consortiums
<b>Chair 2</b>	Mr. Juan José Gómez Boullosa, International Office Coordinator
<b>Secretary</b>	Ms. Beatriz Domínguez García, Head of International Projection and Mobility

Each Consortium university will distribute grants and publish a provisional list of selected and excluded candidates, indicating the reasons for exclusion. There will be a period of 5 working days starting from the day after the publication of the provisional list to correct and improve the nomination. Relevant allegations must be sent by email to Consortium institutional coordinator of the university where student has applied.

The Commission of each Consortium university will confirm the acceptance of the candidates by publishing a definitive list of selected participants (including those with full grants and "Zero Grants") and excluded candidates on Consortium official website.

Additionally, a list of applicants who have not obtained a place due to having a grade lower than the last selected one will be published to create a waiting list for possible resignations.

Selection results will be published and will be communicated to the beneficiaries and partner universities via email.

Candidates in the waiting list will be contacted if a vacancy becomes available. Host university will send an email to selected participants confirming acceptance and providing instructions on how to proceed to organize their mobility. Final acceptance will be contingent upon the admission of the mobility period, following the guidelines and schedule of a given year and project. Candidates must comply with the requirements of both the home and host universities regarding all requested documents and proofs of the stay.

In case of a lack of applications, the Evaluation Committees reserve the right to redistribute grants:


Across student and staff categories and IN and OUT flows within the same country.

Across different countries within the same region.

**VIII. RIGHTS OF THE BENEFICIARY**

To perform the entire mobility period awarded in the framework of Erasmus+ KA171.

To receive the grant according to the rates and conditions set out in the Erasmus+ Programme guidelines.

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	8/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
<b>Normativa</b>	Este informe tiene carácter de copia electrónica auténtica con validez y eficacia administrativa de ORIGINAL (art. 27 Ley 39/2015).			



To benefit from tuition fee waiver as a student, notwithstanding other fees for the use of certain services or activities that might be applicable.

To receive information and advice on the application procedure from the home university, as well as pre-departure and on-site guidance from the host university.

To have the study period abroad recognized by their home university.

## IX. INCOMPATIBILITY

Grants under the Erasmus+ Partner Countries KA171 program are not compatible with any other Erasmus+ grants granted for the same exchange mobility period.

As indicated previously, each student may participate in mobility periods totalling up to a maximum of 12 months per cycle of study, regardless of the number and type of mobility activities.

## X. DISSEMINATION

The partner institutions (home universities) will announce this call through their own websites and launch their selection process (specific call) through their own web pages and social networks. They will also report the news about this call in local and regional media.

## XI. DATA PRIVACY

In compliance with article 11 of the Organic Law 5/2018, of 5 December, on the Protection of Personal Data and Guarantee of Digital Rights, which regulates the right to information in data collection, we inform that personal data will be processed by the Consortium in its capacity as data controller in order to carry out the administrative management and enrolment of students, teaching and research staff, and administration and services staff for mobility programs with foreign universities or companies.

Those interested may exercise the following rights: access, rectification, opposition, abolition, limitation, portability, and the right not to be subject to automated individual decisions, including profiling, as well as filing a complaint with the Data Protection Delegate of the Consortium or with the "Transparency and Data Protection Board (<https://www.ctpdandalucia.es>)".

## XII. REVOCATION

The selected candidates who do not ultimately participate in the Mobility Program, without providing a written withdrawal, except for justified reasons of force majeure evaluated by the Commissions, may face penalties, including being excluded from future mobility calls organized by the Vice-Rectorate of Internationalization at the Consortium universities.

The Consortium reserves the right to revoke a granted placement and request a full or partial refund of any aid if the conditions for admission to the award are not met or if irregularities or fraud in the award process are discovered.

## XIII. JURISDICTION

This call will be subject to the specific regulations outlined in this publication and the rules that are currently in effect.

Código Seguro De Verificación	7477-514B-6A57P5457-5A35	Estado	Firmado	Fecha y hora	03/04/2025 19:56:47
Firmado Por	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Página	9/20		
Observaciones					
Uri De Verificación	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>				
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**XIV. ACCEPTANCE OF THE RULES**

The nomination by the partner universities and the nomination of the candidates represents the acceptance of the requirements and rules of the selection process established in this Call.

**FIRST ADDITIONAL PROVISION**

All the administrative actions related to this call will be published on the TransFrontEU website, [www.transfronteu.com](http://www.transfronteu.com), and the website of the host university (see Annex II).

Should any doubt arise over the interpretation of this Call, the Selection Committees will decide on the case and interpret it in the light of the guidelines of the Erasmus+ Programme.

Malaga, 3<sup>rd</sup> April 2025


THE RECTOR OF THE UNIVERSITY OF MÁLAGA

Signed by proxy: Enrique Nava Baro

Vice-Chancellor of International Mobility and International Projects

Resolution of 19 March 2025

(BOJA No. 57, 25/03/2025)

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	10/20	
<b>Uri De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
<b>Normativa</b>	Este informe tiene carácter de copia electrónica auténtica con validez y eficacia administrativa de ORIGINAL (art. 27 Ley 39/2015).			


ANNEX I

TRANSFRONTEU

OFFER OF PLACES AVAILABLE FOR THE ACADEMIC YEAR 2025/2026 FOR INCOMING BACHELOR'S, MASTER'S, AND PHD STUDENTS


UNIVERSIDAD DE MÁLAGA

COUNTRY	UNIVERSITY	VACANCIES 2023 Project	VACANCIES 2024 Project
ARMENIA	YEREVAN STATE UNIVERSITY	1	1
AZERBAIYÁN	AZERBAIJAN STATE UNIVERSITY OF ECONOMICS	0	1
GEORGIA	ILIA STATE UNIVERSITY	0	1
UKRAINE	IVAN FRANKO NATIONAL UNIVERSITY OF LVIV	0	1
UKRAINE	NATIONAL TECHNICAL UNIVERSITY OF UKRAINE IGOR SIKORSKY KYIV POLYTECHNIC INSTITUTE	0	1
UKRAINE	TARAS SHEVCHENKO NATIONAL UNIVERSITY OF KYIV	0	1
UKRAINE	ZHYTOMYR POLYTECHNIC STATE UNIVERSITY	2	1
TAYIKISTÁN	TAJIK STATE UNIVERSITY OF COMMERCE	0	1

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	11/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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UNIVERSIDAD DE CÁDIZ

COUNTRY	UNIVERSITY	VACANCIES 2023 Project	VACANCIES 2024 Project
ARMENIA	YEREVAN STATE UNIVERSITY	1	1
AZERBAIYÁN	AZERBAIJAN STATE UNIVERSITY OF ECONOMICS	0	1
INDIA	KOLHAPUR INSTITUTE OF TECHNOLOGY	1	0
MOLDAVIA	UNIVERSITATEA LIBERA INTERNATIONALADIN MOLDOVA INSTITUTIE DE INVATAMINT SUPERIOR PRIVATA	0	1
MONGOLIA	MONGOLIAN UNIVERSITY OF LIFE SCIENCES	1	0
NEPAL	KATHMANDU UNIVERSITY	1	1
UKRAINE	IVAN FRANKO NATIONAL UNIVERSITY OF LVIV	0	1
UKRAINE	NATIONAL TECHNICAL UNIVERSITY OF UKRAINE IGOR SIKORSKY KYIV POLYTECHNIC INSTITUTE	1	1
UKRAINE	TARAS SHEVCHENKO NATIONAL UNIVERSITY OF KYIV	0	1
UKRAINE	ZHYTOMYR POLYTECHNIC STATE UNIVERSITY	1	1

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	12/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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UNIVERSIDAD DE HUELVA

COUNTRY	UNIVERSITY	VACANCIES 2023 Project	VACANCIES 2024 Project
ARMENIA	YEREVAN STATE MEDICAL UNIVERSITY AFTER MKHITAR HERATSI	2	1
BUTAN	ROYAL THIMPHU COLLEGE	1	0
GEORGIA	EUROPEAN UNIVERSITY LLC	2	0
GEORGIA	ILIA STATE UNIVERSITY	0	2
MOLDAVIA	UNIVERSITATEA LIBERA INTERNATIONALADIN MOLDOVA INSTITUTIE DE INVATAMINT SUPERIOR PRIVATA	0	1
UKRAINE	TARAS SHEVCHENKO NATIONAL UNIVERSITY OF KYIV	1	4
KIRGUISTÁN	OSH STATE UNIVERSITY	0	1


**FINANCE**

The mobility grant for students includes a travel allowance and a monthly subsistence allowance based on the flat rates determined by the Erasmus+ KA 171 Programme.

As indicated in section V Admission criteria, priority will be given to the spots available of the project 2023. After completing these (if any), 2024 project available spots will be offered.

**Project 2024-1-ES01-KA171-HED-000218561**

Individual support for students: The amount is 850 € per month of activity. Additionally, if applicable for students facing fewer opportunities, an additional amount of 250 € per month is provided.

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	13/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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Additional support for travel expenses: This amount is calculated based on the following distance bands:

The amount will be calculated based on the distance between the city of the home university and the host institution. You can use the EACEA online tool at the following link:

<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

TRAVEL DISTANCE	AMOUNT PER PARTICIPANT	Sustainable Means of Transport*
Between 10 and 99 Km	28 €	56€
Between 100 and 499 Km	211 €	285€
Between 500 and 1999 Km	309€	417€
Between 2000 and 2999 Km	395€	535€
Between 3000 and 3999 Km	580€	785€
Between 4000 and 7999 Km	1188€	-
8000 Km or more	1735€	-

\*Sustainable means of transport (green travel) is defined as the travel that uses low-emissions means of transport for the main part of the travel, such as bus, train or car-pooling.

Grants will be disbursed to the beneficiaries by each member of the Consortium (UMA, UCA, UHU) in accordance with the actual arrival and departure dates and their academic calendars.


## PROJECT 2023-1-ES01-KA171-HED-000123600

Individual support for students: The amount is 850 € per month of activity. Additionally, if applicable for students facing fewer opportunities, an additional amount of 250 € per month is provided.

Additional support for travel expenses: This amount is calculated based on the following distance bands:

The amount will be calculated based on the distance between the city of the home university and the host university. You can use the EACEA online tool at the following link:

<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>


<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	14/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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TRAVEL DISTANCE	AMOUNT PER PARTICIPANT	Sustainable Means of Transport*
Between 10 and 99 Km	23 €	-
Between 100 and 499 Km	180€	210€
Between 500 and 1999 Km	275€	320€
Between 2000 and 2999 Km	360€	410€
Between 3000 and 3999 Km	530€	610€
Between 4000 and 7999 Km	820€	-
8000 Km or more	1500€	-

\*Sustainable means of transport (green travel) is defined as the travel that uses low-emissions means of transport for the main part of the travel, such as bus, train or car-pooling.

Grants will be disbursed to the beneficiaries by each member of the Consortium (UMA, UCA, UHU) in accordance with the actual arrival and departure dates and their academic calendars.

Note: additional funding to balance costs with the project 2024 could be implemented by host institution.

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	15/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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ANNEX II

PROCEDURES AT CONSORTIUM UNIVERSITIES (UMA, UCA, UHU)

INCOMING STUDENTS 2025/2026

UNIVERSIDAD DE MÁLAGA

All the UMA administrative procedures related with this call can be found on the following link: <https://www.uma.es/relaciones-internacionales/info/148301/transfronteu-international-students/>

**1. NOMINATION**

**Nomination platform**

Student nominations to UMA will be made through the ALGORIA nomination platform: <https://relacionesi.uma.es> where the home coordinators must upload the required documents.

The instructions for accessing the nomination platform can be found at the following link: <http://u.uma.es/eVL/>

**Nomination deadlines:**


First semester and full academic year: 15th June

Second semester: 15th November

First semester, second semester and full academic year for Health Sciences, Medicine or Fine Arts: 15th June

**DOCUMENTATION (TO BE UPLOAD BY HOST UNIVERSITIES COORDINATORS)**

TYPE OF MOBILITY AND LEVELS	DOCUMENTS
BACHELOR'S AND MASTER'S DEGREES	Terms and conditions signed by sending university and participant
	Copy of Passport
	Letter of nomination and absence of conflict of interest
	Learning agreement
	Evidence of active enrolment at the candidate's home university
	Proof of candidates' merits and inclusion criteria
	Proof of dissemination of the call for applications at home university
PHD DEGREE	Terms and conditions signed by sending university and participant
	Copy of Passport
	Letter of nomination and absence of conflict of interest
	Learning Agreement/Abstract of the PhD research

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	16/20	
<b>Uri De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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	Evidence of active enrolment at the candidate's home university
	Proof of candidates' merits and inclusion criteria
	Proof of dissemination of the call for applications at home university

Undergraduate students should contact host international academic coordinators for academic matters (learning agreements, courses, and degrees).

Postgraduate students (master's thesis or PhD) candidates should seek a supervisor for their research. You can find contact information at [Contacto | Transfronteu](#)

## 2. RESULTS (RESOLUTION)

UMA will publish the provisional and definitive lists of selected and excluded candidates on the Consortium website: [www.transfronteu.com](http://www.transfronteu.com) and UMA website: <https://www.uma.es/relaciones-internacionales/info/148301/transfronteu-international-students/>

Relevant allegations must be sent by email to [transfronteu@uma.es](mailto:transfronteu@uma.es)

## 3. SELECTED STUDENTS

UMA will send an email to selected participants confirming acceptance and providing instructions on how to proceed to organize their mobility at the University of Malaga.

They will have to follow all the mandatory steps in **Algoria platform** and complete and attach all the requested documents.


## UNIVERSIDAD DE CÁDIZ

### 1. NOMINATION

Partner universities may nominate a maximum of as many students as there are places available for each country. However, the nomination of students does not imply the granting of a scholarship, which will be subject to available funding and the final admission of the student by the UCA.

In order to formalise the nomination, partner universities must send the following compulsory documents to [gestion.ka107@uca.es](mailto:gestion.ka107@uca.es):

1. Nomination Letter (Annex III) in Excel and PDF format (signed and stamped).
2. Signed and stamped document of Absence Of the Conflict of Interest (Annex IV).
3. Research plan at the UCA and invitation letter (Annex V) for Master or PhD students applying for a research stay only.

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	17/20	
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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Learning Agreement duly signed by all parties (the candidate, the sending institution, and the receiving institution). The contact details of the international mobility coordinators in the UCA faculties/centres can be consulted in the FactSheet (<https://internacionaluca.es/wp-content/uploads/2020/12/Fact-Sheet.pdf>)

4. Certificate of Spanish (Cervantes Certificate) at level B1 or higher for all nominees (except for students whose mother tongue is Spanish). In the case of Master or PhD students who will only undertake a research stay and do not have an official certificate of Spanish, a certificate of English and/or French at B1 level or higher may exceptionally be attached. In the case the nominated student doesn't have an Official Spanish Certificate of the Level of Spanish, the Home University should indicate in the Nomination letter that the student would like to take a level test at the UCA in order to prove his/her Spanish level.
5. Supporting documentation for the inclusion and diversity criteria assessed in the preselection process and scored in the nomination letter (translation is required if the language is different from English or Spanish).
6. Documentary evidence on the publication of the call and the dissemination activities carried out (links to websites, pictures of dissemination events, news in local or university press, social networks, etc.) on the website's partner university.

**Nomination deadline:**

31/05/2025 for First/Autumn Semester 2025/2026

31/10/2025 for Second Semester 2025/2026

**2. ADMISSION**

Once the nomination period has closed, the Evaluation Commission of the Vice-rectorate for Internationalisation will proceed to the equitable distribution of the scholarships taking into account the score assigned to each student by the home university, the supporting documentation provided in the nomination and the funds available for each country.

Once the list of eligible students has been published, the Internationalisation Office will send them the link to fill in the online application form on the Erasmus+ UCA management platform.

**3. DOCUMENTATION**

The following mandatory documentation must be attached to the application:

1. Copy of passport valid at least until August 2026. If at the time of application the student does not have a valid passport or if the expiry date is before August 2026, he/she must attach the passport he/she has at that time on a provisional basis.
2. Language certificate (Spanish certificate at level B1 or higher). Students whose mother tongue is Spanish must attach their passport again in the language certificate section. Exceptionally, Master's and PhD students who will only undertake a research stay may present a certificate of English and/or French at level B1 or higher.
3. Learning Agreement (Annex VI) in PDF format signed by the student, the sending university and the UCA academic coordinator.

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47
<b>Observaciones</b>		<b>Página</b>	18/20
<b>Url De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>		
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**4. RESULTS (RESOLUTION)**

Once the admission procedure for students has been completed by the UCA, the provisional list of accepted, excluded and pending applications will be published on the website of the call for applications, indicating the documents to be corrected or, alternatively, the reasons for exclusion.

A period of five working days is established, from the day following the publication of this resolution, for interested parties to rectify the documents and provide the required documentation. The final list of admitted students will be published on the website of the call and the student's letter of acceptance will be uploaded to the Erasmus+ UCA management platform in order to process the visa.

**5. SELECTED STUDENTS**

UCA will send via email the necessary credentials for accessing the Erasmus+ management platform and instructions for downloading and uploading documentation through the platform.

**UNIVERSIDAD DE HUELVA**

All the administrative procedures related with this call can be found on the following links:

<https://www.uhu.es/english/>

<https://www.uhu.es/internacionalizacion/consorcios-e/transfroneu>

**1. NOMINATION**

**Nomination platform**

The sending institution should send an official nomination to [drinter09@sc.uhu.es](mailto:drinter09@sc.uhu.es), specifying the contact and academic details of the students.

**Nomination deadline:**


15/06/2025 for First Semester 2025/2026

15/11/2025 for Second Semester 2025/2026

**DOCUMENTATION**

When nominating students for mobility periods at the University of Huelva, partners should provide the items listed below. The University of Huelva Accounts Department will not manage funding for any participant until our International Office has sent the call and results (list of applicants indicating those who have obtained the grant). The call and the list of applicants, (successful and waiting list) must be shown to have been published and disseminated at the partner university.

- Link to the published call on the partner university website (the call must include the Project number, details on the selection procedure, deadlines for handing in applications and Erasmus funding).

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	19/20	
<b>Uri De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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- Link to where TransFrontEu Consortium priorities have been published on partner university website (unless included in text of call).
- Link to the application document or online form (unless included in the call).
- Link to where the list of applicants, both successful and runners-up has been published at the partner university.
- Documents proving that students are enrolled in an official study programme at the partner university.
- Full names of the successful candidates, email addresses and as soon as possible, their passport numbers.

### 3. RESULTS (RESOLUTION)


UHU will publish the provisional and definitive lists of selected and excluded candidates on the Consortium website: [www.transfronteu.com](http://www.transfronteu.com) and UHU website: <https://www.uhu.es/internacionalizacion/consorcios-e/transfronteu>

### 4. SELECTED STUDENTS

After checking the admissibility criteria, UHU will send the nominated students an information package via email.

Students will have to complete a Pre-Register form in our mobility programme UMove.

All documents will be done through UMove (letters of Acceptance, Learning Agreements, etc.).

<b>Código Seguro De Verificación</b>	7477-514B-6A57P5457-5A35	<b>Estado</b>	<b>Fecha y hora</b>	
<b>Firmado Por</b>	Enrique Nava Baro - Vicerrector de Movilidad y Proyectos Internacionales	Firmado	03/04/2025 19:56:47	
<b>Observaciones</b>		<b>Página</b>	20/20	
<b>Uri De Verificación</b>	<a href="https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35">https://prod-gonce-verifirma.uma.es/verifirma/code/7477-514B-6A57P5457-5A35</a>			
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