



MOBILITY CALL DATED 8th APRIL 2025 FOR STUDENTS (UNDERGRADUATE, PHD, MASTER) STAYS AT THE UNIVERSITY OF MALAGA, WITHIN THE FRAMEWORK OF THE EUROPEAN PROGRAMME ERASMUS+ KA171 – PROJECT 2023

I. PURPOSE OF THE CALL

The current invitation for applications is based on the funding provided to the University of Malaga (UMA) for mobility projects with EU partner countries under Key Action 171 of the Erasmus+ Programme, intended for undergraduate, Master and PhD students.

The purpose of this application call is to establish the criteria for the selection process in partner institutions for undergraduate and postgraduate students who, meeting the requirements, desire to engage in mobility experiences at Bachelor, Master, or Doctoral levels (students) at the University of Malaga within the Erasmus+ KA171 International Dimension mobility program. This is subject to the approval of the candidate by the University of Malaga and in line with the agreements signed between the respective institutions and the University of Malaga, as well as the nomination process outlined in this call.

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 Mobility and funding allocated annually for Erasmus+ KA171.

Annually, the University of Malaga will announce the number of available placements, study cycles, subject areas, types of Mobility, and specific conditions (application process, timeline, and grant payment procedure) for ongoing projects.

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

Mobility outlined in this call must take place within the validity period of Erasmus+ KA171.

In the event that, for the same country of origin, there are grants from previous calls (projects) that have not been awarded, priority will be given to the grants for projects with the nearest deadlines.

II. PLACES AND PARTNER INSTITUTIONS

Interinstitutional Agreements

Before the mobility begins, an Interinstitutional Agreement between the home and host universities must be signed.

The available placements each year can be found in the corresponding Annex of the project and year, distributed by country, partner institution, thematic fields, and type of mobility. You can access this information through the following link: <http://u.uma.es/fps/>

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III. GENERAL CONDITIONS

a) Period of Stay

The duration of the stay for students will be a maximum of five months. Exceptions allowing for a shorter or longer period must be duly justified and authorized by the Vice-Rectorate for Mobility and International Projects. 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.

b) 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 is 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, 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 includes:

- Individual support for students: The amount is 850 € per month of activity. Additionally, if applicable to students with fewer opportunities, an extra allowance of €250 per month is provided. This is granted upon submission of the required documents, duly signed and stamped by the home university.
- Additional support for travel expenses: This amount is calculated based on the following distance bands:

The project will provide a return ticket from the home university to the host university for all grantees. Travel support is provided as a single payment. The amount will be calculated based on the distance between the city of the home university and UMA. You can use the EACEA online tool at the following link:

http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm

TRAVEL DISTANCE	AMOUNT PER PARTICIPANT
Between 10 and 99 Km	23 EUROS
Between 100 and 499 km	180 EUROS
Between 500 and 1999 km	275 EUROS
Between 2000 and 2999 km	360 EUROS
Between 3000 and 3999 km	530 EUROS
Between 4000 and 7999 km	820 EUROS

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8000 km or more

1.500 EUROS

Grants will be disbursed to the beneficiaries by the University of Malaga, in accordance with the actual arrival and departure dates and the academic calendar of UMA.

IV. REQUIREMENTS AND APPLICATION PROCEDURE

a) General requirements- Eligibility

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

- All incoming grants at the University of Malaga during the validity period must align with the Interinstitutional Agreement previously signed with partner institutions and published on the UMA website in the corresponding annex of placements for a given academic year.
- Applicants must have an appropriate level of proficiency in the language of instruction, with B2 being the minimum level required in Spanish or English. The University of Malaga will not require a language proficiency certificate from applicants; however, each university will ensure that its candidates meet the language requirements necessary to benefit from the mobility period.


Specific requisites 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 University of Malaga's partner universities at the time of application and throughout the mobility period.
- Applicants must be nominated by their partner institution (Clause IV d) through the **Algoria platform**. **Nominations by email will not be accepted.**
- 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.
- Undergraduate students must be enrolled in at least the second year of higher education studies.
- Applicants must obtain prior written approval from the UMA coordinator or Director (for master's or PhD students only).
- Bachelor's and Master's 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.
- 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 UMA Department/Faculty.

b) Prior acceptance procedure for a place offered by UMA

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 (Clause V).

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Even if the candidate is nominated by their Home University, the placement for which they are applying has received multiple applications. In this scenario, the coordinator of the home institution will determine which of the received applications is the most suitable for the intended activity.

c) Selection procedure by the home university

The participant must be nominated by the Home University and selected by the University of Malaga to process their admission to UMA. 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, based on this call. These criteria will be disseminated, to the extent possible, through local and regional media channels.

Proposed Evaluation 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 outlined in the internal call of the Home University.

In order for the Evaluation Committee of the Vice-Rectorate for Mobility and International Projects at UMA to assess the suitability of the profile of the students nominated to UMA, 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
Spanish certificate	Spanish certificate (B2/C1 or higher level) B1- 1 point B2 – 2 points C1 or C2 -3 points Only one certificate with the highest qualification will be evaluated	1-3
<u>Inclusion</u>	Disabilities	3
<u>Fewer Opportunities/Barriers</u>	Fewer Opportunities	2

d) Procedure for nominating participants from partner universities to the University of Malaga

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 by UMA.m

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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. In the event that all places are not filled, UMA will proceed to evaluate the reserve list of each university.

Student nominations will be made through the ALGORIA nomination platform: <https://relacionesi.uma.es> and upload the required documents.

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

The documents that need to be uploaded to the platform are as follows:

TYPE OF MOBILITY AND LEVELS	DOCUMENTS
BACHELOR'S AND MASTER'S DEGREES	Terms and conditions signed by sending university and participant
	Personal data submitted through the Algoria system
	Copy of Passport (ID is not valid)
	Annex I-A Letter of nomination and absence of conflict of interest
	Annex I-B Learning agreement
	Evidence of active enrollment 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
	Personal data submitted through the Algoria system
	Copy of Passport (ID is not valid)
	Annex I-A Letter of nomination and absence of conflict of interest
	Annex I-C. Abstract of the PhD research
	Evidence of active enrollment at the candidate's home university
	Proof of candidates' merits and inclusion criteria
	Proof of dissemination of the call for applications at home university

*Postgraduate students must contact the academic coordinator for the drafting and signing of the study or research plan, or the thesis supervisor.

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Undergraduate students should contact UMA international coordinators for academic matters (learning agreements, courses, and degrees). You can find their contact information at <http://u.uma.es/dOI/>

Postgraduate students (master's thesis or PhD) candidates seeking a supervisor for their research may contact:

- UMA Department: <http://u.uma.es/cZS/>
- The list of PhD studies: <http://u.uma.es/dOm/>

e) 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 icm@uma.es with information and supporting documents and certificates that justify the student's profile:

- Disability: equal to or greater than 33%.
- Educational and training difficulties:
- Socioeconomic obstacles:
- Geographical obstacles.
- Discrimination
- Health problems (physical, mental, intellectual, or sensory impairments, and chronic diseases which prevent participation in mobility) or disabilities (equal to or greater than 33%).
- Cultural differences: Resolution of refugee status or entitlement to subsidiary protection, or having submitted an application for international protection in another country.


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, considering that **the number of inclusion scholarships is limited**.

f) "Zero grant"

In the event that 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).

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V. RESOLUTION OF THE MOBILITY CALL

Once the nomination period has closed, the Evaluation Commission of the International Relations Office at UMA 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:

President	Mr. Enrique Nava Baro, Vice-President of Mobility and International Projects
Chair 1	Ms. Sonia Osorio Algar, Deputy Vice-President of International Projects
Chair 2	Ms. Virginia Escriche Retamero, Responsible for Erasmus+ KA171 Mobility
Secretary	Ms. M ^a Carmen Gordo Jiménez, Head of Service of International Affairs

UMA will distribute grants and publish a provisional list of selected and rejected candidates, indicating the reasons for exclusion. There will be a period of 5 natural days starting from the day after the publication of the provisional list to correct and improve the application. The corrections must be uploaded again to the Algoria platform.

Once the nomination period ends and all requirements are fulfilled, UMA will confirm the acceptance of the nominated candidates by publishing a definitive list of selected participants (including those with full grants and "Zero Grants") and excluded candidates on its 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 at <http://uuma.es/fpr/> and will be communicated to the beneficiaries and partner universities via email.

Reserve candidates will be placed on a waiting list and contacted if a grant becomes available. 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. Final acceptance will be contingent upon the admission of the mobility period by the University of Malaga, 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 Committee reserves 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.

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VI. ADMISSION FORMALITY PROCEDURE TO THE UNIVERSITY OF MALAGA FOR ELIGIBLE CANDIDATES

The selected candidates must contact the University of Malaga at icm@uma.es to start the admission process, where the following documentation must be provided and uploaded to the Algoria platform.


Before mobility, participants should proceed as follows:

- To undergo online language training before starting their mobility
- To enrol in the Algoria platform, considering the minimum number of credits established for each level of studies:
 - ▶ For Bachelor's and Master's programs: minimum 18 credits.
 - ▶ Doctorate: 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.
- To apply for the visa in the country of origin. To facilitate obtaining it, UMA will issue a letter of invitation to each participant.
- To send a copy of the flight tickets reservation.
- To be in possession of adequate insurance throughout the mobility period according to Erasmus+ programme rules. The cost of the insurance will be covered by the participants themselves.
- It is mandatory to adhere to one of the insurance policies subscribed by the University of Malaga for travel and healthcare that have the coverage required in the Erasmus+ programme:
 - ▶ 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.

Important: all documents have to be typed. Handwritten documents would not be accepted.

During the mobility participants should proceed as follows:

- To stay at UMA during the period provided for in the grant agreement (exceptionally and with prior justification, at least 3 months for students). Exceptional circumstances will allow for a longer extension but should be duly justified and authorized by the 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 at the UMA.
- To participate, if requested, in sharing their mobility experience.
- To carry out the mobility according to the study proposal (SMS) or Mobility Agreement and committed dates of the specific project academic year.

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- To sign the documents at the UMA International Relations Office.
- To complete the Erasmus+ Participant Report on the Mobility Tool 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 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 present, within a maximum of 10 working days after the return of the stay, a copy of boarding passes or the means of transport used from the point of origin to the destination.
- To send the transcript of records and recognition at the sending institution in order to complete table D after mobility of the learning agreement (not applicable to PhD students). For doctoral studies, academic recognition will include the preparation of the thesis, excluding research activities that are not specifically part of a study program.

VII. COMPATIBILITY

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

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.
- 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 or teaching period abroad recognized by their home university.

IX. INFORMATION

All information regarding this Call will be available on the UMA website.

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

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.

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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 University of Malaga in its capacity as data controller in order to carry out the administrative management and enrollment 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 University of Malaga or with the "Transparency and Data Protection Board (<https://www.ctpdandalucia.es/es>)".

XII. REVOCATION OF AN AWARD

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 Commission, may face penalties, including being excluded from future mobility calls organized by the Vice-Rectorate of Mobility and International Projects. at the University of Malaga.

The University 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.

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.

XV. FIRST ADDITIONAL PROVISION

All the administrative actions related to this call will be published on the University of Malaga website (<http://uuma.es/eVK/>).

Málaga, 8th April 2025
THE RECTOR OF THE UNIVERSITY OF MÁLAGA

By Delegation of Authority: Enrique Nava Baro
Vice-President for Mobility and International Projects

Resolution of 19 March 2025
(BOJA No. 57, 25/03/2025)

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