



Erasmus+

This project is funded by the European Union.

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Erasmus+ KA171 project (2023-2026) coordinated by University of Córdoba, Spain

Guidelines for application

Introduction:

Erasmus+ International Credit Mobility KA171 is a project approved in the framework of Erasmus+ program, aiming at fostering cooperation in the field of Higher Education between European and associated countries' institutions through a mobility scheme addressing student and staff exchanges. The current call for applications refers only to the scholarships included in the Inter-Institutional Agreement signed between the University of Córdoba [Spain] and Sohag University, Egypt.

Under this mobility, students at any level [master and PhD students] can perform practical/ research stay at University of Córdoba to learn new techniques and do part from their thesis in certain specific faculties/laboratories and research lines determined with the coordinators in the host institution. After the mobility phase, the students return to their sending institution to complete their studies and get recognition for the obtained credits. Similarly, staff can spend a teaching and/or training period abroad for up to one week. The official language in the host institution is the Spanish language; however, some programs are available in English.

Target of the call and the duration: The current call targets:

- Master 2nd and third cycle (PhD) students (priority is given to students who never benefited from Erasmus Mobilities): Regular mobilities duration is up to **4 months**.
- Academic staff - Administrative staff. Regular motilities duration up to 7 days.



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Available scholarships:

A) Students for the 2nd cycle (Master) and third cycle (PhD):

- **Student mobility for studies (SMT):** available to students at Master and doctorate Level. English language is required, and Spanish might be mandatory in some courses.

B) Academic and coordination staff:

- **Staff Mobility for Teaching (STA) Or for Training (STT):** For Teaching, each week eight hours of teaching in Spanish, and therefore, knowledge of Spanish language is required.

Number of available scholarships:

A) Students for second (Master) and third cycle (PhD students):

1- A total number of 2 Mobilities for Students mobility for studies (SMT) belongs to the Interinstitutional agreement 2023-2026.

General admission requirements

To apply for a grant within the framework of Erasmus + KA171- ICM project, candidates must comply with the following general requirements:

- They must be official members of Sohag University and students must be registered in the partner Higher Education Institution (Sohag University) and enrolled in studies leading to recognized degree or another recognized tertiary level qualification (Master or doctoral degree).
- Passing the preliminary year (pre-master or pre-doctorate level) is mandatory for students register for master and PhD degree.
- Staff must be employed in the Partner Higher Education Institution.
- Students must have sufficient knowledge of the language of instruction of the host universities (English and/or Spanish).
- Proficiency of English language is mandatory for all type of motilities and proof for that should be provided by the candidate.



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Types of mobility: Level of the candidates:

- Master 2nd Cycle
- Doctorate 3rd cycle
- Academic and administration staff

Amount of the grant:

A) Students: the amounts for individual support covering by Erasmus + KA171- ICM are as follows: 850 €/month plus the travel support (530 €). The students will receive free registration in the host university during their stay (the scholarship period) besides access to library, exams and laboratories in the host lab at University of Córdoba.

B) Academic and administrative staff: the amount of individual support covering by Erasmus + KA171- ICM depends on the number of days spent in the host institute (maximum duration is 7 days including two days for travel).

Important Note: Visa preparation costs and insurance may not be covered by the program. The host university may require selected candidates to purchase specific insurance valid for the duration of their stay, often through providers with whom the host institution has an agreement. Selected students are responsible for completing all necessary paperwork related to their mobility at their home university. This includes securing agreements, obtaining letters of support from their institution, and submitting a declaration of intent to return upon completing their mobility. Additionally, master's students may be required to deliver presentations before a committee from the University of Córdoba.

Priority is always given to applicants who have not previously benefited from Erasmus+ Mobilities.

Application procedures: Candidates must submit their application (soft and hard copy) within the timeline of the call with attaching the required supporting documents [checklist in the application cover page].



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Submission of the application should be done by sending the required documents by email (sohagerasmuspluska107@gmail.com). A hard copy of the application document should be also delivered to Ms. Safaa Gamal, Teaching assistant, Department of Zoonoses (Cell Phone: +201153309707), faculty of Veterinary Medicine, Sohag University [Al-kawamel Campus]. The selection committee may ask the candidates for originals of the attached and supporting documents for check and examination. All the documents should be provided in **English or Spanish**. Official Translated certificates and transcripts can be accepted supported with their original copies in Arabic language.

Required documents: Candidates must attach to their application the following supporting documents to their application:

• **Master/2nd Cycle:**

- Passport copy or national ID [Preferably Passport]
- Curriculum Vitae (Europass template)
- Language certificate(s) [English and Spanish]
- Motivation Letter (maximum 2 pages)
- Bachelor Certificate and Bachelor Transcript of Records
- Master Transcript of Records
- Proof of registration in the home university
- Proof of staff employment [for those who are working in the home institute]
- Letters of support and recommendation from the home university
- Letter of commitment to come back to home University [Sohag] after finishing this intended mobility, if selected.
- Scientific publications and invitation letter from potential host supervisor (if any).

• **Doctoral/3rd Cycle:**

- Passport copy or national ID [Preferably Passport]
- Curriculum Vitae (Europass template)
- Language certificate(s) [English and Spanish]



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- Motivation Letter (maximum 2 pages)
- Bachelor Certificate and Bachelor Transcript of Records
- Master Transcript of Records
- Master degree certificate
- Proof of registration in the home university
- Proof of staff employment [for those who are working in the home institute]
- Letters of support and recommendation from the home university
- Letter of commitment to come back to home University after finishing mobility.
- Scientific publications and invitation letter from potential host supervisor (if any).

• **ACADEMIC/ADMINISTRATIVE STAFF:**

- Passport copy or national ID [Preferably Passport]
- Brief statement for research interest, administrative and academic profile.
- Curriculum Vitae (Europass) including the scientific output and research stays
- Proof of staff employment
- Motivation Letter (maximum 2 pages)
- Language certificates (English and Spanish) are required for candidates applying to Erasmus+ mobilities. For one of the academic staff members, proficiency in Spanish is mandatory to enable the candidate to teach classes in the language of the host institution. The required level of proficiency is at least B2, certified by the Escuela Oficial de Idiomas (EOI) or through the DELE (Diploma de Español como Lengua Extranjera) certificate from Instituto Cervantes or Escuela Oficial de Idiomas (EOI).

Selection process

♣ Step 1: Pre-selection by home universities: The partner university [Sohag] will set up a pre-selection committee in charge of examining and grading all candidates following an interview. The call has published the evaluation criteria (below). As a result, a list of pre-selected candidates will be drawn up according to the pre-selection criteria.



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- ♣ Phase 2: Final selection by the University of Córdoba, as a host university will confirm and contact the selected candidates.
- ♣ Phase 3: Notification of selection: All selected candidates will be notified regarding the award decision by email. In response to this decision, the selected candidates will have 7 days to accept or reject the grant.
- ♣ Phase 4: Selected candidates who accept the grant offer will receive an official invitation letter from the University of Córdoba. This letter will be used to initiate the mobility process and facilitate the visa application procedures.

IMPORTANT NOTES

- ❖ **Priority is always given to applicants who have not previously benefited from Erasmus + Mobilities.**
- ❖ It is the responsibility of the selected candidates to provide all necessary documents requested by the Embassies/Consulates of Spain that they belong. As mentioned, the University of Córdoba will provide them with assistance and information about the visa procedure.
- ❖ Different subjects/scientific fields are available in the host institution, but priority will be given to life, veterinary and health sciences, biological and environmental sciences. For more information, you can visit the university website, and you can find the available programs in Spanish and English.
- ❖ Matching between the candidate and potential host group and available research lines is mandatory and this issue will be checked and organized with the coordinators in the host institutions.
- ❖ **Erasmus+ programs have the right to blacklist candidates from applications or participation if they have engaged in misconduct, violated program rules, or exhibited behavior that undermines the integrity and fairness of the selection process.** Erasmus+ programs are bound by ethical standards and regulations designed to ensure transparency, fairness, and accountability. Blacklisting is a means to protect the program from fraudulent, unethical, or disruptive participants and maintain its credibility.



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- ❖ These scholarships are primarily designed to promote cultural exchange and provide valuable educational and laboratory training. Therefore, selected students are expected to be **committed to supporting future applicants** from their home institutions by offering guidance on the scholarship process and assisting with preparatory steps. **There will be a form to be signed by each candidate.**
- ❖ **Letter of invitation** from the potential host professor is mandatory to be finally selected by the host university. It is the responsibility of the students and coordinators from both sides won't assist in this step.

IMPORTANT DATES:

Deadline for submission of application and documentation: **February 20, 2025.**

Start of mobility: the expected date of mobilities for students between September 2025 to February 2026. However, this date can be subjected to modification.

Selection and evaluation criteria:

A) For Master 2nd Cycle- Doctoral; 3rd cycle:

- CV and academic records and transcripts *versus* the list of applicants
- Proof of language efficiency [English and Spanish].
- The motivation of the candidate and reference letters
- The personal interview
- Scientific publications and invitation letter from potential host supervisor (if any).

B) - Academic staff - Administrative staff

- CV, the academic and administrative profile of the candidate
- The teaching experience and research output of the candidates demonstrated by the research stays abroad
- The knowledge of the language of the host institute
- The motivation of the candidate