

**TERMS OF THE CALL FOR THE ERASMUS+ TRAINEESHIP PROGRAMME FOR UIB PHD
STUDENT MOBILITY IN 2022 AND 2023 PUBLISHED BY THE INTERNATIONAL
RELATIONS OFFICE**

2021-1-ES01-KA131-HED-000005932

1. Purpose of the Call

This call aims to offer **15 mobility places** so that UIB PhD students may undertake a practical training period - with full academic accreditation - at a business, research institute or centre, laboratory, organisation or any other workplace belonging to another participating country from the 27 member states of the European Union, countries in the European Economic Area (Iceland, Liechtenstein and Norway) and candidate countries such as Turkey, Serbia and the Republic of North Macedonia, within the framework of the European mobility programme, ERASMUS+.

Solely students on official UIB PhD programmes may take part in this call.

2. Requirements

- Be enrolled at the UIB during the academic year in which the application is submitted and during the year in which the traineeship is to be undertaken
- Students who are enrolled in the last year of the PhD programme may participate in this call provided that they undertake the traineeship within the twelve (12) months following the award of the doctoral degree, and that they apply prior to the viva voce defence
- Have a positive report from the thesis supervisor and the PhD programme coordinator, both of whom may consult the Academic Committee for the Doctoral Programme, where appropriate
- Be a national or a temporary or permanent resident in one of the states that takes part in the ERASMUS+ programme, or have refugee or stateless person status
- Have been accepted by an organisation, public or private, located in any of the participating countries, to carry out a traineeship period until 30th September 2023, and have the authorisation of the mobility coordinator based on the positive assessment of the Learning Agreement for Traineeship
- Accredited at least a B1 level of the language of the receiving country, or that which is specified by the host institution, in accordance with the Common European Framework of Reference for Languages, without prejudice to the possibility that the host organisation may request a level higher than B1. Candidates must submit accreditation of the required level at the time of application at the registry
- Not have completed a 12-month stay within the framework of the ERASMUS+ programme, either for studies or for traineeships, in the cycle of study for which the place is requested
- Not be the beneficiary of an ERASMUS+ grant for studies. Students may benefit from both types of ERASMUS+ grants (for studies and for traineeships) provided that they

undertake them consecutively (i.e. that there is no overlapping of dates), and that they comply with the provisions of the mobility regulations at the UIB.

3. Length of the Stays

The ERASMUS+ programme comprises two mobility types:

- **Type 1.** Short-term physical mobility: 5-30 days.

The minimum stay period is five days, and the maximum is thirty.

Students who have already benefited from an ERASMUS+ grant, either for studies or for traineeships, may apply for another mobility on condition that the two stays combined do not exceed 12 months within the same cycle of study (in this case, doctoral studies).

Traineeships may begin as soon as this call for applications is published, and must end no later than 30th September 2023.

Students may apply for a second short-term physical mobility stay, which may not be consecutive to the one already granted, in accordance with the criteria and requirements set out in the call, provided that the end date is no later than 30th September 2023.

- **Type 2.** Long-term physical mobility: 2-12 months.

The minimum stay period is two months, and the maximum is twelve.

Students who have already benefited from an ERASMUS+ grant, either for studies or for traineeships, may apply for another mobility on condition that the two stays combined do not exceed 12 months within the same cycle of study (in this case, doctoral studies).

Traineeships may begin as soon as this call for applications is published, and must end no later than 30th September 2023.

Students may extend their stay for up to twelve months as per the criteria and requirements set out in the call, provided that the end date is no later than 30th September de 2023.

4. Financial Support

This ERASMUS+ Traineeship grant is a UE contribution to the travel and subsistence costs of participants. The amount of the grant will depend on the type of mobility, in accordance with the following criteria:

Type 1. Short-term physical mobility: 5-30 days

Duration of the physical mobility activity	Amount (for any EU Member State)
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Up to the 14 th day of the activity	70 EUR per day
From the 15 th to the 30 th day of the activity	50 EUR per day

In addition, beneficiaries may receive a top-up amount to the individual support of their grant as specified below:

1. In general, 50 EUR for using sustainable means of transport* (one-off contribution); two days of additional individual support, where the journey does not qualify as 'green travel'; four days of additional individual support to cover travel days for a return trip, where the journey qualifies as 'green travel'.

* 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.

2. For students with fewer opportunities in particular: travel support (based on the travel distance table for the programme); two days of additional individual support, where the journey does not qualify as 'green travel'; four days of additional individual support to cover travel days for a return trip, where the journey qualifies as 'green travel'.

Type 2. Long-term physical mobility: 2-12 months

The amount of the grant will depend on the living costs in the receiving country. The countries associated to the programme are divided as follows:

Group 1: Countries with higher living costs	Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway and Sweden	460 EUR/month
Group 2: Countries with medium living costs	Germany, Austria, Belgium, France, Greece, Italy, Malta, Netherlands, Portugal and Cyprus	410 EUR/month
Group 3: Countries with lower living costs	Bulgaria, Croatia, Slovakia, Slovenia, Estonia, Hungary, Latvia, Lithuania, Poland, Czech Republic, Romania, Serbia, Turkey and the Republic of North Macedonia	360 EUR/month

The ERASMUS+ grant will cover a minimum of two months and a maximum of three months per academic year, in accordance with the requirements set out in the call for applications published by the ERASMUS+ National Agency (SEPIE). Students who do not receive financial support may undertake the mobility with their own resources (which is known as 'zero-grant mobility') within the framework of the ERASMUS+ programme.

EU funds will be used to finance an additional top-up amount of 250 EUR per month for students who:

(i) Have been beneficiaries of a general education grant from the Ministry of Education and Vocational Training for undertaking university studies or other higher education studies in the academic year prior to their mobility

- ii) Have refugee status or the right to subsidiary protection, or have applied for international protection in Spain
- iii) Have a recognised and accredited disability level of 33% or above.

Students may extend their stay up to a maximum of twelve months on condition that the home and host institutions agree to it, and provided that the end date is no later than 30th September 2023. However, the ERASMUS+ grant shall not cover the financing for all months, in accordance with the previous point.

These grants may be complemented with national and/or regional funding from the Ministry of Education and Vocational Training, the Autonomous Region, the UIB or other institutions.

Students who are awarded an EDUIB - SANTANDER UNIVERSITIES mobility grant may also benefit from a Type 1 ERASMUS+ grant, provided that the stays are not simultaneous (i.e. that there is no overlapping of dates).

5. Receiving Institutions

Businesses, schools, research institutes or centres, laboratories and other public or private organisations may all be receiving institutions.

However, EU institutions and organisations managing EU programmes shall not be eligible as receiving organisations (so as to avoid potential conflicts of interest and/or shared funding), nor will the national diplomatic representation (embassies, etc.) of the student's country of origin in the host country.

Traineeships shall be carried out in an organisation based in one of the countries that participate in the ERASMUS+ Traineeship programme, other than Spain.

6. Place Application Procedure

The application must be submitted to the General Registry in Cas Jai and Son Lledó at least one month before the activity. It must include the following documentation:

- a) Application form
- b) A photocopy of the candidate's ID document
- c) A positive report from the thesis supervisor and relevant PhD coordinator
- e) A certificate accrediting B1-level for the required language
- f) The Learning Agreement for Traineeship, duly signed by all parties.

Applications that do not include the required documentation submitted within the deadline and as per the methods set out in the call shall not be accepted.

7. Call Deadlines

The call shall remain open, and the submitted applications shall be assessed every two months. The application form and other documentation specified above must be submitted to the

General Registry at the UIB at least one month prior to the start of the activity. No applications shall be accepted after this deadline.

Deadlines for submitting applications:

- First deadline: 30th April 2022
- Second deadline: 30th June 2022
- Third deadline: 31st August 2022
- Fourth deadline: 31st October 2022
- Fifth deadline: 23rd December 2022
- Sixth deadline: 28th February 2023
- Seventh deadline: 30th April 2023
- Eighth deadline: 30th June 2023

8. Place Allocation Procedure

Once the deadline is closed, the International Relations Office (SRI) shall review all applications, and a five calendar day period for amendments will be opened, where appropriate.

The applications shall be assessed by a commission especially set up for that purpose, which will be made up of members of the SRI and the UIB Doctoral School, who will select the candidates in compliance with the principles of equality, merit and ability, placing special emphasis on:

- The student's academic record
- The student's CV, with special attention to publications and their participation in research projects
- The relevance of the mobility for the doctoral candidates.

The list of selected students shall be published on the SRI's website, and beneficiaries shall be informed by e-mail.

9. Procedure for Accepting or Declining a Place

Candidates who have been allocated a place must accept or decline it in writing, using the forms that are available on the SRI's website within a maximum of five working days after the place has been awarded.

Those who accept the place must submit the acceptance document, together with a photocopy of a bank book in which they appear as holders and the IBAN is displayed.

10. Acceptance of the Call Terms and Conditions

Participation in this call implies acceptance of the terms herein and those of the ERASMUS+ National Agency regarding this programme.

11. Privacy and Data Protection Policy

In compliance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27th April 2016 on the protection of natural persons with regard to the processing of personal data and the free movement of such data, we hereby inform you that the collected data shall be included in one or more files managed by the UIB in the record of processing activities created expressly for this purpose in order to handle your request/application. The requested data are required in order to fulfil the aforementioned purpose and, in this sense, failure to provide them would hinder the processing of your request/application.

The UIB is responsible for processing the data and therefore guarantees your rights of access, rectification, erasure, portability, restriction and to object to the processing of your data, as well as your right to not be subject to decisions based solely on the automated processing thereof. In order to exercise these rights, please contact (in writing): University of the Balearic Islands; Office of the Secretary General; DPO: data protection officer; ctra. de Valldemossa, km 7.5; 07122 Palma (Balearic Islands). Likewise, the UIB undertakes to respect the confidentiality of your data and use them for the purpose for which they were collected.

12. Other Provisions

1. UIB students benefiting from a mobility grant within the framework of this call commit to keeping their institutional e-mail account (i.e. **@estudiant.uib.cat**) activated at all times from the moment they are allocated a place. Please bear in mind that the SRI shall only communicate with the selected mobility students via said e-mail address.
2. This call is co-funded by the ERASMUS+ programme of the European Union. Its content is the sole responsibility of the UIB, and neither the European Commission nor the Spanish Service for the Internationalisation of Education (SEPIE) is responsible for any use that may be made of the information provided therein.

Ricardo Sagrera
Head of the International Relations Office