



ERASMUS+!

ADMINISTRATIVE DUTIES

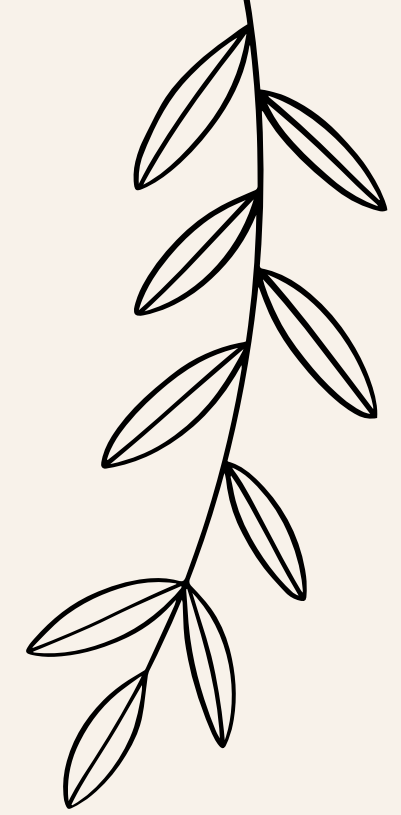
REQUIRED DOCUMENTS



INTERNATIONAL CENTRE



BASIC INFORMATION



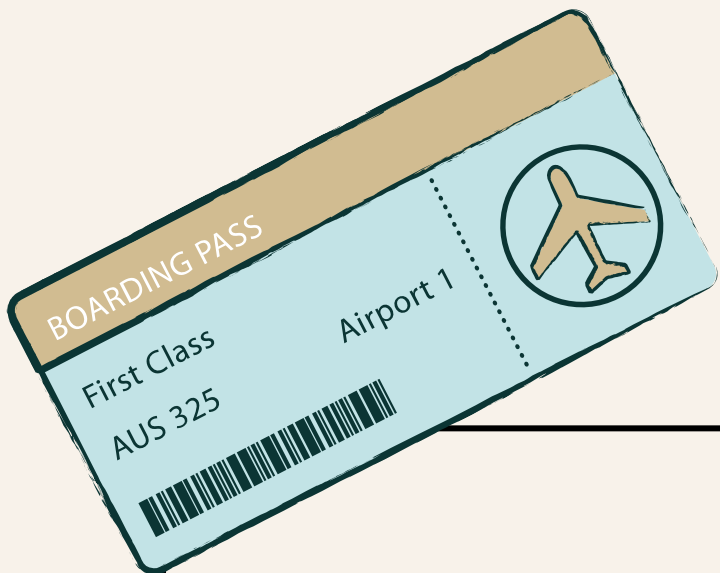
The participants:

- don't pay tuition fee at the **receiving institution**
- **at home university:**
 - must be active students at UP (activate your status in Neptun at the beginning of the Erasmus semester)
 - have to pay their tuition fee
- **can't receive their degree** before completing the Erasmus mobility period
- **additional financial support:** for students with special needs and students with fewer opportunities
- independently arrange the **accommodation and travel!**



VIS MAIOR

- **ONLY the physical mobility** period is financed by an Erasmus grant
(face-to-face/online/hybrid forms of education are all acceptable)
- online learning from Pécs is **not supported** by an Erasmus grant
- **it is the student's responsibility:**
 - to get information about the entry regulations of the receiving country
 - and the epidemiological rules of the receiving university
- **vis maior:** unpreventable event, usually caused by a natural force, the occurrence of which may exempt a party from performing the obligations of a contract
 - cancel/terminate the mobility
 - inform your coordinator and describe the situation



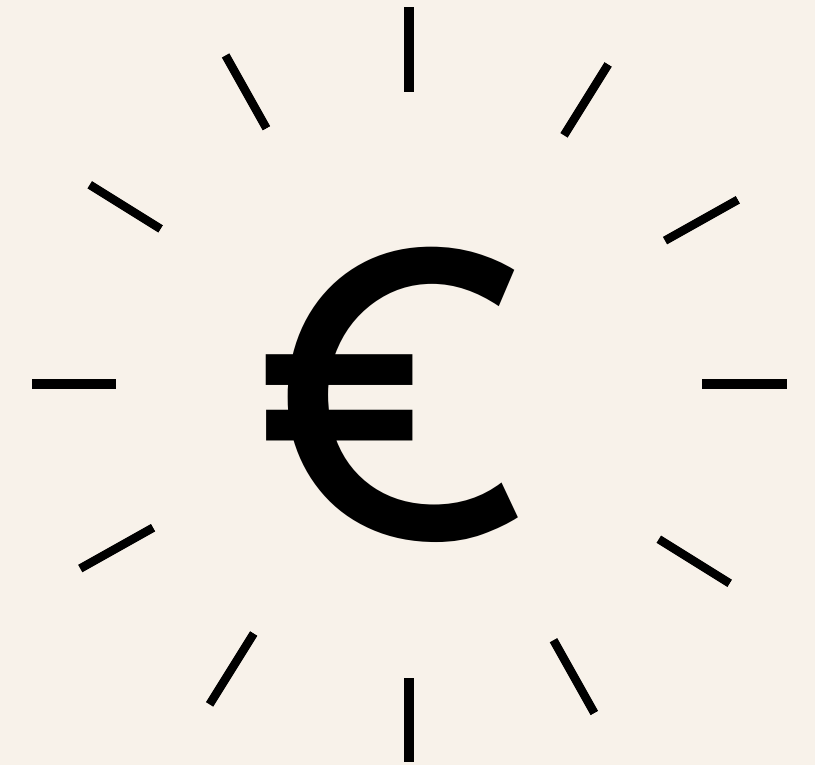
HOW MUCH € CAN I GET?



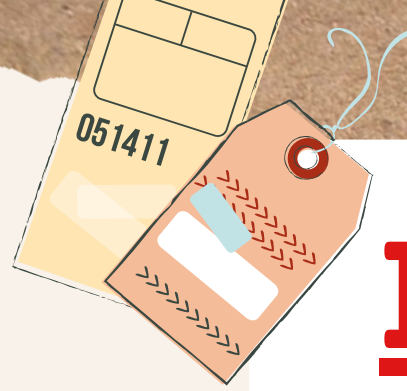
	Mobility for studies	Traineeship
Countries with higher living costs		
Austria (AT), Belgium (BE), Cyprus (CY), Denmark (DK), Finland (FI), France (FR), Germany (DE), Greece (EL), Ireland (IE), Iceland (IS), Italy (IT), Lichtenstein (LI), Luxemburg (LU), Malta (MT), Netherland (NL), Norway (NO), Portugal (PT), Spain (ES), Sweden (SE), United Kingdom (UK)	600 €	750 €
Countries with medium living costs		
Bulgaria (BG), Czech Republic (CZ), Estonia (EE), Croatia (HR), Lithuania (LT), Latvia (LV), Poland (PL), Romania (RO), Serbia (RS), Slovenia (SI), Slovakia (SK) Macedonia (MK), Turkey (TR)	540 €	690 €

+ 250€ Additional financial support

SCHOLARSHIP INFORMATION



- the amount of the scholarship is calculated according to the days of the mobility period (based on the first and last days of the mobility set in the Learning Agreement)
- transfer in euro
- the scholarship will be transferred to the account given in the support agreement
- it is not possible to change the account after the support agreement is signed
- the scholarship will be provided for the student within 30 days after the support agreement is signed



DUTIES OF THE STUDENTS



- **independent** arrangement of accommodation and travel!
- **meet the deadlines of the receiving institution**
(application form, dormitory, etc.)
- get to know the **academic calendar** of the receiving university:
 - dates of the study period
 - dates of the exam period
- **insurance**: for EU citizens it is compulsory to have the
European Health Card
+ accident and travel insurance (recommended)



DOCUMENTATION

BEFORE THE MOBILITY

javor.csenge@pte.hu

send the documents
via e-mail
(signed, scanned)

- **Online language test**

(two months before the start of the mobility)

- **Declaration of green travel**

(1,5-2 months before the start of the mobility)

- **Learning Agreement - Before the Mobility**

(1,5-2 months before the start of the mobility)

accurate entry of start and end dates!

- **Support agreement** and **Student declaration**

(1-1,5 months before the start of the mobility)

→ every student will get them in a private message

- the forms are available at <https://international.ptte.hu/forms>



LEARNING AGREEMENT

- you have to add the **first and last days** of the mobility **accurately**
- the first and last days have to be weekdays
- the days of travel do not belong to the mobility period
- **the first day of mobility period can be:**
 - the first day of an intensive language course
 - the first day of the orientation week
 - the first day of the study period
- **the last day of mobility period can be:**
 - the day of the last exam
 - the last day of the exam period
- **3 signatures** necessary: student + 2 coordinator
- **scanned** version is acceptable!



DOCUMENTATION DURING THE MOBILITY



- inform your coordinators about your arrival
by sending an e-mail to them
(within 8 days)
- arrival form
(within 8 days)
- finalize your Learning Agreement - During the mobility
(within 1 month after the start of your studies)
- ask for a Validation form
- ask for a Transcript of records



DOCUMENTATION

AFTER THE MOBILITY

- fill the **final online language test** (within 30 days)
- fill the **EU survey** (within 30 days)
- write your Erasmus **Experience Report** (within 30 days)
- **Learning Agreement - After the mobility**
(within 2 months)
- submit the **Validation form**
(within 30 days; minimum 90 days of mobility)
- submit your **Transcript of records**
(within 30 days)
- start the **recognition process** of the Erasmus courses and credits

YOU CAN ASK FOR HELP

- faculty Erasmus coordinators
- Ms. Csenge Jávor (PTE erasmus assistant)
- e-mail: erasmus@pte.hu
javor.csenge@pte.hu
- tel.: 72/501-500/12128
- webpage: international.pte.hu/erasmus
- reports of previous Erasmus students
- Erasmus Student Network
- ErasmusPTE Facebook, Instagram
- ErasmusAPP



