

**ERASMUS+ INTERNATIONAL CREDIT MOBILITY PROGRAM  
CALL FOR APPLICATIONS FOR FOUR MOBILITY GRANTS AT UNIVERSIDAD  
CARLOS III DE MADRID  
2021-2022 ACADEMIC YEAR**

Erasmus+ is the EU Program in the fields of education, training, youth and sport for the period 2014-2020.

The Erasmus+ Program aims to improve the quality of Higher Education and to develop its European dimension, by strengthening transnational cooperation between Higher Education Institutions, promoting mobility and improving transparency and academic recognition for skills and qualifications within the European Union.

Student Mobility, included in the Key Action 1 (KA1) of the Erasmus+ Program International Credit Mobility (ICM), is now open to mobility between HEIs in Europe and other Partner Countries around the world, such as the Philippines and Singapore.

Within the framework of the Erasmus+ 2019 Call, the Universidad Carlos III de Madrid (UC3M) has obtained funds for students' mobility during the academic year 2011-2022 between UC3M and Mapúa University (Philippine) and between UC3M and Nanyang Technological University (Singapore).

**CALL FOR APPLICATIONS**

**1. Purpose of the Call**

Call for a mobility stay at Universidad Carlos III de Madrid for four bachelor students from Mapúa University and four bachelor students from Nanyang Technological University.

**2. Duration of the stay**

The exchange shall take place during the Spring Semester of the academic year 2021-2022.

**3. Grant**

The selected students will benefit from tuition fee waiver for courses taken at UC3M, notwithstanding other fees for the use of certain services or activities that might be applicable.

The Erasmus+ grant is a contribution to the costs of the planned Erasmus+ mobility period as follows:



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- Travel expenses: 1.500 €.
- Monthly allowance: 850 €/complete month + 1/30 of the monthly allowance for each additional day up to a maximum of 5 months.

The grant will also cover the travel assistance insurance expenses corresponding to the general policy offered by UC3M to international and exchange students.

**Students with special needs:** A person with special needs is a potential participant whose individual physical, mental or health-related condition is such that his/her participation in the mobility would not be possible without extra financial support.

To access the grants established in the Erasmus+ Programme for persons with special needs in the field of Higher Education, participants must have a disability legally recognised and qualified to a degree of 33 per cent or more, as well as complying with the rest of the admissibility criteria established in the Programme, and must apply for such aid through the International Relations and Cooperation Service of the Carlos III University of Madrid.

#### 4. Eligibility Requisites

Applicants must fulfill the following requisites:

- To be nominated by Mapúa University or Nanyang Technological University as exchange student within the framework of the Erasmus+ Interinstitutional Agreement signed between UC3M and the partner institutions.
- If planned mobility activities will be conducted in a language that is not the native language of the applicant, to have an appropriate level of the language of instruction, B2 being the minimum level. The sending institution will check that the applicant has the required level before being nominated.
- To submit their complete application, including a motivation letter, within the deadline.

#### 5. Application and Deadline

Applicants must fill in the attached Application Form (Annex I) and send it by e-mail to:

Mapúa University: Ms. Sheina Salvador, email: [sbsalvador@mapua.edu.ph](mailto:sbsalvador@mapua.edu.ph)

Nanyang Technological University: Grace Yang Liwen, email: [graceyang@ntu.edu.sg](mailto:graceyang@ntu.edu.sg)

The application must include a motivation letter explaining the reasons to participate in the Erasmus+ Program.

Period of Application:

Semester	Deadline for submission of applications
Spring 2021/22	15 November 2021



## 6. Selection Process and Evaluation Criteria

The selection process of the grant beneficiaries will be based on the principles of equity, fairness and transparency among those candidates pre-selected and nominated by Mapúa University and shall be carried out by the Evaluation Committee, which shall consist of:

- Vice-Rector for Internationalisation and European University (or the person delegated by same), who will act as President
- Director of the International Relations and Cooperation Service, who will act as Secretary
- Head of the Non-European Mobility at UC3M
- Erasmus+ KA107 ICM Coordinator at UC3M

The Committee will take into account the following criteria and scales to award the five grants:

- GPA (80%)
- Motivation letter (20%)

The Vice-Rector for Internationalisation and European University will award the grants in the light of the proposal made by the Evaluation Committee, which will also establish a waiting list of candidates who are not awarded the grant.

The resolution will be published in the UC3M website:

<https://www.uc3m.es/ss/Satellite/cooperacion/castellano/TextoDosColumnas/1371250538493/%23personalyphd#gradoymaster>

Grant Acceptance: the grant beneficiaries must accept the grant by e-mail to: [proyectos\\_internacionales@uc3m.es](mailto:proyectos_internacionales@uc3m.es) within 7 calendar days of the publication of the call for applications. Failure to accept will be understood as a waiver of the grant awarded, which will be assigned to the next student according to the waiting list, and so on.

## 7. Obligations of the Beneficiaries

Acceptance of the grant by the beneficiary implies compliance with the rules laid down in this call for applications, and in particular:

- Carrying out the stay on the dates established in section 2 of this Call for Applications.
- Signing the Erasmus+ Program documents: Learning Agreement, Grant Agreement.
- Completing the EU Survey which will be sent 30 days before the end of the stay at UC3M.
- Complying with any other obligations inherent to the Erasmus+ ICM Program and the internal rules of the sending and the receiving institution.

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## 8. Grant Payment Procedure

The final amount of the grants will be calculated taking into account the duration of the mobility within the official semester period at UC3M and be paid by bank transfer to the beneficiaries' bank account in Spain.

## 9. Refund of the Erasmus+ ICM Grant

The sums received shall be repaid in the event of failure to comply with any of the obligations laid down in this Call for Applications.

## 10. Academic Recognition

Credits earned by each beneficiary at UC3M will be recognized at the sending institution according to the Study Plan proposed by the student and approved by the academic advisor and reflected in the Learning Agreement that must be signed before the mobility starts.

If the beneficiary waives his/her place without good cause before finishing the entire stay, the courses taken at UC3M up to the date of the waiver may be left without academic recognition.

## 11. Information

UC3M will provide the student with information and academic advice upon arrival. Ms. Grace Yang Liwen, email: [graceyang@ntu.edu.sg](mailto:graceyang@ntu.edu.sg) from Nanyang Technological University and Ms. Sheina Salvador, email: [sbsalvador@mapua.edu.ph](mailto:sbsalvador@mapua.edu.ph) from Mapúa University will act as first contact point for applicants and will guide them on the application procedure.

Ms. Grace Yang Liwe amd Ms. Sheina Salvador will also liaise with UC3M Call coordinator on behalf of applicants.

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

## 12. Data Protection

**Responsible for data processing:** Universidad Carlos III de Madrid.

**Identification of the data processing:** Erasmus+ KA107 Bachelor

**Purpose:** To manage the selection of candidates in the mobility calls corresponding to each of the groups. Moreover, to manage the execution of the mobility program, corresponding to each group, through the application and monitoring of the mobility of the successful bidder in the organization, institution or entity of destination.

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**Exercise of rights:** Participants may exercise their rights of access, rectification, suppression, limitation, portability and opposition to data processing by sending an email to the following address: [dpd@uc3m.es](mailto:dpd@uc3m.es)

**Additional information:** For additional and detailed information about our privacy policy, please visit <https://www.uc3m.es/home/data-protection>

The participant, by means of his or her registration in the present call, consents to his or her personal data being processed for the purpose of managing the allocation of grants from the Carlos III University of Madrid call for the international mobility of administrative and service staff in the academic year 2021/2022. The application of one of the previously indicated types of data processing will be carried out according to the type of mobility requested by the beneficiary.

In compliance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April on the protection of individuals with regard to the processing of personal data and the free movement of such data, and Organic Law 3/2018 on the Protection of Personal Data and Guarantee of Digital Rights, the personal data provided in the application and contained in the documentation as appropriate, will be processed and incorporated into the International Mobility file owned by the International Relations and Cooperation Service of the Carlos III University of Madrid, the entity responsible for processing, with headquarters at C/ Madrid 126, 28903 Getafe (Madrid), for the purpose of managing the process and payments of Erasmus+ grants and the university's own grants during this call for the academic year 2020-21. Participants' data may be transferred to other Units and Services of this University, Bodies and institutions of the European Union, Public Administrations, Universities and Autonomous Bodies of European Educational Programmes; or transferred internationally to those countries with which agreements have been signed outside the European area, within each non-European mobility call. Applicants can exercise their rights of access, rectification, cancellation and opposition by sending an email to the following address: [dpd@uc3m.es](mailto:dpd@uc3m.es)

All of which is reported in compliance with the General Data Protection Regulations. More information in the data protection section of the website of the Universidad Carlos III de Madrid <https://www.uc3m.es/home/data-protection>

In Getafe, on the date of the electronic signature  
The Rector - By delegation of signature dated 17/09/2018)

The Vice-Rector for Internationalisation and the European University  
(Rector's Resolution of 17/09/2019)

Matilde Sánchez Fernández

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The present Resolution exhausts the administrative route and against same the following appeal may be made: Optional Appeal for Replacement before Rector, within one month from the day following the publication of this Resolution, in accordance with the provisions of Section 3 of Chapter II of Title V of Law 39/2015, of 1 October, of the Common Administrative Procedure of Public Administrations; or, Contentious-Administrative Appeal before the Contentious-Administrative Court of Madrid, within two months from the day following the publication of this Resolution, in accordance with the provisions of Article 46 of Law 29/1998, of 13 July, regulating the Contentious-Administrative Jurisdiction.

ID DOCUMENTO: cP2Z4zywkC  
Verificación código: <https://sede.uc3m.es/verificacion>



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