



## Call for applications 2016<sup>1</sup>

**Erasmus Mundus-Western Balkans (ERAWEB) for academic mobility scholarships in thematic fields related to MEDICINE, HEALTH and PUBLIC HEALTH**

Exchange between European Union and Western Balkans

ERASMUS MUNDUS - Action 2 Partnerships: Western Balkans: Albania, Bosnia & Herzegovina, Macedonia (FYROM), Kosovo (UNSCR 1244/99), Montenegro, Serbia

The ERAWEB II project runs from 15 July 2013 to 14 July 2017

The application form will open in January 2016 and will be open until 20 March 2016, 24:00 Central European Time.

The project provides funding for subsistence allowances, travel costs, insurance and participation fees.

All student exchange in the 2016 call funded by ERAWEB, must start 31 December 2016 at the latest<sup>1</sup>.

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<sup>1</sup> The scholarship selection will take place in May 2016. Individual starting dates should be arranged with the host universities, and these scholarships must start 31 December 2016 at the latest. All exchange must end before 14 July 2017.

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## 1. Introduction

Erasmus Mundus– Western Balkans (ERAWEB) is an international academic mobility focusing on research in Medicine and Health Sciences. Health affects the development of countries as well as citizens. It is an area of policy and practice closely linked to the development priorities across the Western Balkan region. All countries in the region have signed the Skopje pledge, which commits them to improve their health systems and ensure universal access to high-quality public health care. Health research contributes to the achievement of the Millennium Development Goals.

ERAWEB addresses the issue of health in two ways. Firstly, the programme enhances the academic skills of students, researchers and teachers working in the clinical or health sciences. Secondly, research within ERAWEB will identify factors that influence the health of the population and will develop possible interventions to improve health.

ERAWEB consists of four elements:

1. Mobility: Promotion of and support for student and academic staff exchanges;
2. Research training: Focused on the development, promotion and implementation of joint research training in medicine and the health sciences (well educated professionals are essential for a fully functioning healthcare system);
3. Scientific development: ERAWEB encourages and facilitates collaborative research in disciplines related to the health sciences;
4. Capacity building: ERAWEB stimulates cooperation between the partners and strengthens the sustainability of EU-funded projects in member states. Through the exchange of students and by 'training the trainer' activities, the capacity in the health sciences in terms of quality and quantity of researchers and policy makers will be ensured both in the near and the more distant future.

### ERAWEB I and ERAWEB II

Erasmus Mundus –Western Balkans 2 (ERAWEB II) is a continuation of the first Erasmus Mundus –Western Balkans project (ERAWEB I). The consortium has grown to involve six EU universities and seven Western Balkan universities, coordinated by Erasmus MC with the support from the University of Belgrade as co-coordinator.

ERAWEB I ran from 15 July 2011 to 14 July 2015. ERAWEB II runs from 15 July 2013 to 14 July 2017. In 2016, the third call for ERAWEB II will take place. For the number of scholarships available please go to chapter 5.

### Mobility

During the timeframe of ERAWEB II, about 175 to 180 individuals from undergraduate to post-doctorate level and staff members will be able to enjoy a study period abroad to boost their knowledge and insight into research in medicine and health sciences. Our partnership comprises some of the largest and most successful health sciences faculties in Europe. As these universities bundle their knowledge and expertise, all those aspiring to become an academic, whether in medicine, the public sector or in industry, in the Western Balkans or in the European Union, will benefit from the best international educational resources in health sciences.

When recruiting students, ERAWEB seeks to identify excellent students from groups that are underrepresented in medicine and health sciences, which have been carefully defined. Those who are considered in this project include refugees, internally displaced persons, and Roma people.

## Objectives

The objectives of ERAWEB are:

- To create highly-trained graduates in the health sciences at the undergraduate, master, doctorate and post-doctorate levels – graduates who can tackle both local and regional public health problems and keep pace with developments in this field worldwide;
- To achieve sustained improvements in knowledge, teaching and research skills in the health sciences in third countries (i.e. countries that are not part of the European Union);
- To enhance the transnational research potential for dealing with local, regional and global public health challenges – research with a strong social commitment that enhances the value of previous EU-funded projects;
- To increase participation by the most disadvantaged groups in third countries, whose public health needs will be placed on the agenda for developing and implementing research in the health sciences and health interventions;
- To forge lasting links not only between the European and Western Balkan partner universities, but also between and within the EU and Western Balkan countries;
- To improve the participants' language and cultural skills, thus promoting wider mutual enrichment and understanding between the persons involved.

In order to obtain a degree, participants should comply with the three following requirements, which they will acknowledge in a written agreement prior to participating in a study, training, or research programme abroad:

- 1) Commitment to the specific period of study, training or research abroad;
- 2) Successful completion of the course or programmes agreed;
- 3) Return to their home countries after this period.

Participants from one of the partner universities will receive the title from their university of origin only when they return to the country in which that university is located.

The research topics covered in the project will be directly relevant to third countries' needs, ensuring that participants return to their home countries with knowledge and skills that ensure they can find suitable professional opportunities there.

Finally, all agreements that are made between third-country students and their tutors and academic staff at host universities will apply solely to the academic periods offered under the project in question. Any scope for further education or work at the host universities will be explicitly excluded.

## 2. Partner universities, associates and contacts

### Partner universities ERAWEB II:

#### Western Balkans:

- University of Belgrade, Serbia (co-coordinator)
- University of Niš, Serbia
- University of Sarajevo, Bosnia and Herzegovina
- Ss. Cyril and Methodius University in Skopje, Macedonia
- University of Tirana, Albania
- University of Prishtina, Kosovo (UNSCR 1244)
- University of Montenegro, Montenegro

#### European Union:

- Erasmus University Medical Center Rotterdam, The Netherlands (coordinator)
- Ludwig-Maximilians-Universität Munich, Germany
- Università Cattolica del Sacro Cuore, Italy
- University of Torino, Italy
- University for Health Sciences, Medical Informatics and Technology, Austria
- Katholieke Universiteit Leuven, Belgium

#### Associates:

- Association des Etats Généraux des Etudiants de l'Europe / European Students' Forum (AEGEE), Serbia
- Associazione Italiana di Epidemiologia, Italy
- Bavarian Health and Food Safety Authority, Germany
- Dutch Embassy in Bosnia and Herzegovina
- European Public Health Association (EUPHA), the Netherlands
- European Roma and Travellers Forum (ERTF), France
- European Roma Information Office (ERIO), Belgium
- Glocal Synergy, Serbia
- Institute of Health Policy & Management (iBMG), the Netherlands
- Institute of Genetic Epidemiology, Helmholtz Zentrum München, Germany
- Institute of Public Health, Albania
- Institute of Public Health, Macedonia
- International Federation of Medical Students' Associations-Serbia (IFMSA-Serbia)
- Ministry of Education and Science, Bosnia and Herzegovina
- Ministry of Health, Albania
- Ministry of Health, Macedonia (FYROM)
- Pettenkofer School of Public Health, Munich, Germany
- Public Health Institute Nis, Serbia
- Regional Medical Chamber of Vojvodina, Serbia
- Research Student Development Center (CNIRS), Serbia
- Sapienza University of Rome (Dep. Publ. Health & Infect. Dis.), Italy
- Student Parliament Nis, Serbia
- Verba Medica, Serbia

## Contacts

For contacts per partner university see website: <http://erasmus-westernbalkans.eu/>

### General contacts:

#### *Coordinating university: Erasmus MC Rotterdam*

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[www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu)

#### *Co-coordinating university: University of Belgrade*

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### 3. Thematic fields

ERAWEB addresses the thematic fields: health & healthcare, public health and health economics. The teaching programmes provided by the consortium will give participants top-level training that prepares them for careers in clinical, biomedical, public health or applied research. Such studies will enable participants to confront the challenges in the natural sciences, health sciences, social sciences, and policy sector that face them – and the world – both now and in the future. As most health threats have a significant international dimension, this international perspective will be of great importance.

The particular focus within these areas is to improve health and healthcare, and to reduce socio-economic inequalities. Teaching and research topics include topics of particular relevance to international health and the health situation in the Western Balkan countries involved. These include among others:

- Clinical management;
- Socio-economic differences in health and access to care;
- Infectious-disease management;
- Sexually transmitted diseases;
- Occupational and behavioural health-risk factors;
- Genetic and environmental determinants of health (such as dementia, glaucoma, stroke, cardiovascular diseases, cancer, myopia, neuropsychiatric diseases, paediatric diseases, and chronic respiratory diseases);
- Reduction in the number of deaths due to preventable factors.

An inventory of the courses taught by each university in the consortium and their research lines on offer is available on the project's website [www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu) under the link "Academic Offerings". Please be aware that the lists are not exhaustive, and may be updated during the call for applications.

Students and scholars can choose from a wide variety of academic fields at different levels of study (undergraduate, master, doctorate, post-doctorate and staff exchange) offered by each of the partner universities. The consortium will select which applicants will receive scholarships on the basis of the selection criteria (see chapter 6).

The project finances expenses, including travel costs, subsistence allowances, insurance costs and participation fees.

## 4. Mobility

ERAWEB II offers about 175 scholarships in total, divided over three calls for application (in 2014, 2015 and 2016), and distributed in the different target groups and academic levels.

The duration of scholarships is related to academic calendars according to the following European Commission rules: one semester = 4 to 6 months, 1 academic year = 10 to 12 months. 2 academic years = 22 to 24 months, 3 academic years = 34 to 36 months. All exchange must end before 14 July 2017. Please note that the scholarships in the call 2016 have a maximum of 11 months, since all mobility has to end before 14 July 2017.

### Target groups

- Target group 1 (TG1): students need to be registered at one of the higher education institution (HEIs) within the partnership at the time of submitting their application to the partnership. Undergraduate students must have successfully completed at least one year of studies in their home institution.
- Target group 2 (TG2):
  - For European students: students need either to be registered in a HEI (not included in the partnership) of any European country or to have obtained a university degree or equivalent from a HEI of any European country;
  - For Western Balkan students: students need either to be registered in a HEI (not included in the partnership) or to have obtained a university degree or equivalent from a HEI of these Western Balkan partner countries.
- Target group 3 (TG3): Western Balkan Nationals, taking into account citizenship, who are in particularly vulnerable situations, for social and political reasons. For example:
  - 1) having a refugee status or asylum beneficiaries (international or according to the national legislation of one of the European recipient countries) or
  - 2) it can be proved that they have been the object of unjustified expulsion from university on racial, ethnic, religious, political, gender or sexual inclination or
  - 3) they belong to an indigenous population targeted by a specific national policy or IDPs (Internally Displaced Persons)

For more information, see the ERAWEB website ([www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu)) > Mobility, specifications per country.



### Information per academic level

Per level the academic information for the 2016 call is given below.

#### Undergraduate level:

Duration: both from Western Balkans and European Union one semester to 10 months.

Undergraduate scholarships are designed for:

- Students in target groups 1 and 3 (Students in target group 2 are not eligible);
- Students during their last years of undergraduate programme;
- Practical research training phases for European Union students;
- Theoretical and practical research training for students from the Western Balkan countries.

Medical students will be considered as undergraduate students.

#### Master level:

Duration: both from the Western Balkans and European Union one semester to 11 months.

Masters scholarships are designed for:

- Practical research training phases for European Union students;
- Theoretical and practical research training for persons from the Western Balkan countries;

Note that students applying for a master scholarship can only apply for a scholarship of maximum 11 months, since all mobility has to end 14 July 2017.

#### Specific requirements:

- Students registered at a university in the eligible countries, other than the partner universities, are considered target group 2;
- Students from the European Union must have obtained their first higher education degree during the same academic year coinciding with the start of the eligibility period.

#### Doctorate (PhD) level:

Duration: both from the Western Balkans and European Union: 6 to 11 months.

Doctorate scholarships are designed for:

- PhD research projects, lasting up to three academic years for students from the Western Balkans;
- Practical research training phases for European Union students; Theoretical and practical research training for persons from the Western Balkans.

#### Specific requirements:

- Students registered at a university in the eligible countries, other than the partner universities, are considered target group 2;
- Students from the European Union must have obtained their second higher education degree during the same academic year coinciding with the start of the eligibility period.

Note that students applying for a doctorate scholarship can only apply for a scholarship of maximum 11 months, since all mobility has to end 14 July 2017. In this period it is not possible to do a full PhD programme. Therefore preference will be given to students who already are in a PhD programme.

Post-doctorate level:

Duration: both from the Western Balkans and European Union: 6-10 months.

Post-doctorate scholarships are designed:

- Practical research training phases for persons from European Union;
- Theoretical and practical research training for persons from the Western Balkans.

Specific requirements:

- Post doctorate European Union scholars must have obtained their doctorate in the last 2 years.

Academic or administrative staff:

Duration: both from the Western Balkans and the European Union: 1-3 months.

Staff scholarships are designed for:

- Staff teaching;
- Faculty building;
- Setting up and consolidate research collaboration and carrying out research abroad;
- Strengthen international co-operation capacity of higher education institutions in the Western Balkans.

Specific requirements:

- Staff must work in or be associated to a university located in the Western Balkan countries involved in the partnership, or located in any European country.

Research training focuses on the development, promotion and undertaking of joint research training in medicine and health sciences. ERAWEB encourages and facilitates collaborative research in disciplines related to health sciences.

Most of the mobility from the Western Balkans to the European Union partner universities involves training students at the undergraduate, Masters and PhD level. Staff mobility mainly involves teacher training and faculty building between the various institutions.

A special characteristic of this project is the focus on students from groups that are currently under-represented in Western Balkan institutions for higher education, which are defined as refugees, internally displaced persons, and Roma people (target group 3 students). Students from these groups are encouraged to participate in the mobility schemes and will be selected on the basis of a list of criteria described in chapter 6.

### Provided and estimated scholarships in ERAWEB II

In total about 176 scholarships are included in ERAWEB II. The provided mobility of the first and second call for applications (2014 and 2015) per cohort and mobility type and the estimated numbers for 2016 is shown in the table below:

ERAWEB II	<i>Provided</i> 1st cohort 2014	<i>Provided</i> 2nd cohort 2015	<i>Estimated</i> 3rd cohort 2016	Total
Undergraduates	0	25	23	48
Masters	21	25	15	61
Doctorates	24	11	5	40
Postdocs	1	5	1	7
Staff	10	13	1	24
Total	56	80	44	180

## 5. Scholarships

Selected applicants will be awarded a scholarship, which will cover a monthly subsistence allowance, travel costs, insurance and participation fees at the host university (please see below for detailed information).

Applicants cannot benefit from more than one scholarship within the ERAWEB II project.

Mobility flows for students and academic staff must be:

- From the partner universities in the European Union to the partner universities in the Western Balkans, or
- From the eligible countries in the Western Balkans to the partner universities in the European Union.

Mobility for student and academic staff between universities in the European Union or between universities in the Western Balkans involved in the partnership is not possible.

In order to start receiving the scholarship, all selected participants will be required to subscribe to a specific agreement concerning their duties and responsibilities in relation to the scholarship programme.

### Subsistence allowance

For the duration of the mobility period beneficiaries will receive the following monthly subsistence allowance:

- Undergraduate: €1,000
- Master's student: €1,000
- PhD student: €1,500
- Post-doc: €1,800
- Academic member or staff: €2,500

### Travel costs

One air ticket from the country of origin to the country of destination and back will be provided by the project. These costs will be covered by the project. The European Commission established this rate on the basis of the distance between the location of origin of the beneficiary and the country where the host university is located.

### Visa costs

Visa costs and costs for residence permits are covered.

### Insurance

Each scholarship includes full insurance cover (health, travel, accident) for the duration of the scholarship period. Insurance arrangements will be made in advance. The insurance provides coverage according to the requirements of the Erasmus Mundus Action 2 programme of the European Commission:

[http://eacea.ec.europa.eu/erasmus\\_mundus/beneficiaries/documents/action2/minimum\\_insurance\\_en\\_modified\\_a2.pdf](http://eacea.ec.europa.eu/erasmus_mundus/beneficiaries/documents/action2/minimum_insurance_en_modified_a2.pdf)

(dd 12 December 2013)

ERAWEB has arranged the Health and Accident Insurance at the insurance company Marsh. At their website <https://www.marshconnect.eu/emis2MC.htm> you will find information on the coverage. Before the start of the exchange, an electronic insurance card will be provided by email.

## Participation fees

The hosting universities will request no tuition or registration fees from scholars at any level. A small fee may be charged to incoming participants by the host universities to cover costs such as library services or books, equivalent of the fees paid by local students.

## Fields of study

An overview of the programmes per university is provided per level in a detailed list of available courses and research topics per partner university. This information can be found under "Academic offerings" on the ERAWEB project website: <http://erasmus-westernbalkans.eu/>. Please be aware that the lists are not exhaustive and may be updated during the call for applications. In PDF files, names and contact data are available for specific questions concerning research options and course programmes.

## Living and studying abroad

Per partner university you will find information on living and studying at their university on the ERAWEB website under "living and studying abroad".

## Language

Most courses are offered in English. Some courses, especially at the undergraduate level are only offered in the local language (for more information see "academic offerings" on [www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu)). Research can be done in English in all countries. Papers will be written in English in all countries.

## Credit system

All partner universities agreed to convert credits where needed and award diplomas or certificates within the European Credit Transfer System (ECTS) and (if applicable) local credits. One ECTS equals 28 hours, six months equal 30 ECTS, and one academic year equals 60 ECTS. All universities will accept the distribution of classes and self-study according to the practice at the host university.

## Academic Recognition

Study periods abroad will be recognized by home universities, provided that training goals that are agreed upon are met.

If courses are followed at the host university to replace compulsory courses in the home country, the home university should agree on the number of credits of courses and additional requirements to pass compulsory courses at the home university. For individual mobility undergraduate or master programmes, the agreement of the programme director or examination board may be needed (according to the rules of the home university).

Where applicable and agreed upon by the host university, students may receive a degree from the host university as well, for example in cases a total Master programme is done at the host university.

## Available courses and research options

A list of available curricula and research topics per partner university are on the project website: [www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu) under the link "academic offerings". Please be aware that the lists are not exhaustive, and may be updated during the call for applications. In the PDF files, names and contact data are available for specific questions about research options and course programmes.

## Duration

<u>Undergraduates:</u>	both from Western Balkans and European Union: one semester to 10 months
<u>Masters:</u>	from both the Western Balkans and European Union: one semester to 24 months
<u>Doctorates:</u>	from both the Western Balkans and European Union: 6 to 36 months
<u>Post-doctorates:</u>	both from the Western Balkans and European Union: 6 to 10 months
<u>Staff:</u>	both from the Western Balkans and the European Union: 1-3 months

Note that students applying for a Masters or Doctorates scholarship can only apply for a scholarship of maximum 11 months, since all mobility has to end before 14 July 2017.

- All student exchange (undergraduate, master, doctorate, post doctorate) should be arranged according to the instructions of the host university. Note that every university has own rules according to their starting date that must be taken into account.
- In this call, all mobility must start 31 December 2016 at the latest. Only Staff mobility is allowed start any time within the project.
- All exchange for ERAWEB II must end before 14 July 2017.

## 6. Selection criteria<sup>2</sup>

ERAWEB supports equal opportunities, gender balance and social equity, all of which will be important criteria in the selection of applicants. Socio-economic differences in health will be important topics in the educational and research topics included in the programme. For persons with low socio-economic resources, health is just one of their worries, as it is often compounded by a lack of financial means and health knowledge. Improving the health of these populations will stimulate social participation, open opportunities to pursue different careers, generate more equal chances, and improve social equity.

### Minimum academic qualifications

- Undergraduate students: Applicants are eligible if they are registered for an undergraduate study at one of the partner universities.  
In most countries, medical students doing internships are undergraduates. For the purpose of exchange in ERAWEB, all medical students will be considered part of the 'undergraduates' group as their activities will be similar.
- Masters students: Applicants must have a first higher education (undergraduate) degree. For target group 1, applicants have to be registered for a Master's programme in their home university.  
Students from the European Union must have obtained their first higher education degree during the same academic year coinciding with the start of the eligibility period.  
Students can also apply for a Master's mobility when they already have a Master-degree in a different discipline.
- Doctorate (PhD) students: Applicants are eligible if they have a Master's degree or have started their PhD already.  
Students from the European Union must have obtained their second higher education degree during the same academic year coinciding with the start of the eligibility period.
- Post-doctorates: Applicants are eligible if they hold a PhD.  
Post doctorate scholars from the European Union must have obtained their doctorate in the last 2 years.
- Staff: applicants are eligible if they have teaching tasks. They can also be a post-doc with teaching tasks.

For specific requirements see Chapter 4 Mobility, part "Information per academic level". Besides these qualifications, local qualifications for specific programmes are applicable.

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<sup>2</sup> Note that the selection criteria are based on the rules of the Erasmus Mundus Action 2 programmes of the European Union (EACEA) and the agreements within the ERAWEB consortium.

### Further eligibility rules

1. Applicants cannot benefit from a second scholarship for the same kind of mobility under another Erasmus Mundus Action 2 partnership project (EMA2-STRAND1), except for staff mobility in justified cases.
2. There is no possibility to benefit from a scholarship in another level within one project. (Students who have been selected for a scholarship in the ERAWEB I project, may benefit for a scholarship in another level in the ERAWEB II project.)
3. Applicants from the Western Balkans have not resided nor have carried out their main activity (studies, work, etc.) for more than a total of 12 months over the last five years in one of the European Union countries at the time of submitting their application. This rule does not apply to Target Group 3 applicants.
4. Exchange between universities in the European Union or between Western Balkan universities is not possible. (Mobility flows for students and academic staff must go from the eligible countries in the European Union to the partner universities in the Western Balkans, and from the eligible countries in the Western Balkans to the partner universities in the European Union.)
5. Applicants must belong to one of the target groups defined above. Applicants must state to which target group they belong at the time of the application.
6. Applicants in target group 1 need to be registered in one of the universities within the ERAWEB partnership at the time of submitting their application.
7. Applicants must meet the minimum academic qualifications specified for each level. They must also have any additional academic qualifications as required for the specific course or programme they are applying for.
8. The required academic qualifications are mandatory at the moment that the mobility period starts. For example, if a student is currently finalizing their Undergraduate programme and expects to graduate before the mobility programme begins, they can already apply for a Master Programme.
9. Official transcripts of diplomas/degrees and reports (lists of grades) have to be translated into English, with original stamp and/or certification from the respective institute, which has to be legally recognized.
10. For target group 1 undergraduate, master, and doctorate students a letter of permission is needed from one of the responsible authorities of their programme. In this letter of permission, the home university states the student has permission to participate in the ERAWEB programme.
11. Eligibility of applicants from the European Union to study in the Western Balkans:
  - Applicants must be registered or employed at one of the partner universities in the European Union.
  - Applicants need to have the nationality from the country of the partner university they are studying / working in, or from another country within the European Union.



12. Eligibility of applicants from the Western Balkans to study in one of the partner universities in the European Union:
- Applicants must have the nationality of any of the participating countries included.
  - For Target group 1: applicants need to be registered or employed at one of the ERAWEB partner universities in the Western Balkans.
  - For Target group 2: registered in a higher education institution of these countries not included in the partnership or having obtained a university degree or equivalent by an institution located in these countries. This includes the possibility of providing mobility opportunities to nationals working in public administration, public and private enterprises.
  - For Target group 3: Nationals of the third-countries concerned by the geographical lot who are in particularly vulnerable situations, for social and political reasons. For example:
    - 1) having a refugee status or asylum beneficiaries (international or according to the national legislation of one of the European recipient countries) or
    - 2) it can be proved that they have been the object of unjustified expulsion from university on racial, ethnic, religious, political, gender or sexual inclination or
    - 3) they belong to an indigenous population targeted by a specific national policy or IDPs (Internally Displaced Persons)For more information, see the ERAWEB website ([www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu)) > Mobility, specifications per country.
13. Applicants must have sufficient knowledge of the language in which the courses are taught or in which research is done at the host university, preferably, with evidence from an official language test. The required language level according to the table below (Common Reference Levels: global scale) is:
- Undergraduates: minimum B1
  - Master: minimum B2
  - Doctorates, post doctorates, academic staff: minimum B2 (English, preferably C1)
14. An interview may be part of the selection process.
15. Please keep in mind that each university has their own selection procedure, e.g. LMU has an entrance exam that students need to pass in order to be accepted.

*Table Common Reference Levels: global scale\**

Basic user	A1	Can understand and use familiar everyday expressions and very basic phrases aimed at the satisfaction of needs of a concrete type. Can introduce him/herself and others and can ask and answer questions about personal details such as where he/she lives, people he/she knows and things he/she has. Can interact in a simple way provided the other person talks slowly and clearly and is prepared to help.
	A2	Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.
Independent user	B1	Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics, which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.
	B2	Can understand the main ideas of complex text on both concrete and abstract topics, including technical discussions in his/her field of specialisation. Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.
Proficient user	C1	Can understand a wide range of demanding, longer texts, and recognise implicit meaning. Can express him/herself fluently and spontaneously without much obvious searching for expressions. Can use language flexibly and effectively for social, academic and professional purposes. Can produce clear, well-structured, detailed text on complex subjects, showing controlled use of organisational patterns, connectors and cohesive devices.
	C2	Can understand with ease virtually everything heard or read. Can summarise information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation. Can express him/herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in the most complex situations.

\*Common European Framework of Reference for Languages (CEFR)

[http://www.coe.int/t/dg4/linguistic/Source/Framework\\_EN.pdf](http://www.coe.int/t/dg4/linguistic/Source/Framework_EN.pdf) (table 1, p. 24; 2011, 28 December)

## 7. Your online application

Please follow the application procedure at [www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu) > online application.

For your application, take into account the following rules:

- You must send your application in English, including all attachments (i.e. motivation letter, resume, research proposal, transcripts of diplomas/degrees and reports, and permission and recommendation letters). The application is only valid if all of the compulsory documents have been uploaded.
- You will be able to select a maximum of three preferred host universities by marking your first, second and third choice.
- You must confirm that you have not resided nor have carried out your main activity (studies, work, etc.) for more than a total of 12 months over the last five years in one of the European Union countries at the time of submitting your application.
- You must confirm that all information provided is correct. The submission of false information may lead to disqualification of your application.

### Checklist of required documents

1. **Letter of motivation** (in English, max. 500 words). Describe your motivation for a period of study/training abroad and your preferred teaching and/or research programme available at the universities participating in ERAWEB, corresponding with your period of stay abroad. Your motivation letter should be primarily focused on your first choice of university. Feel free to also motivate your second and third choice of university.

A list of available courses and research topics per partner university are on the project website: <http://erasmus-westernbalkans.eu/> under the link "academic offerings". Please be aware that the lists are not exhaustive, and may be updated during the call for applications. In the PDF files, names and contact data are available for specific questions about research options and course programmes.

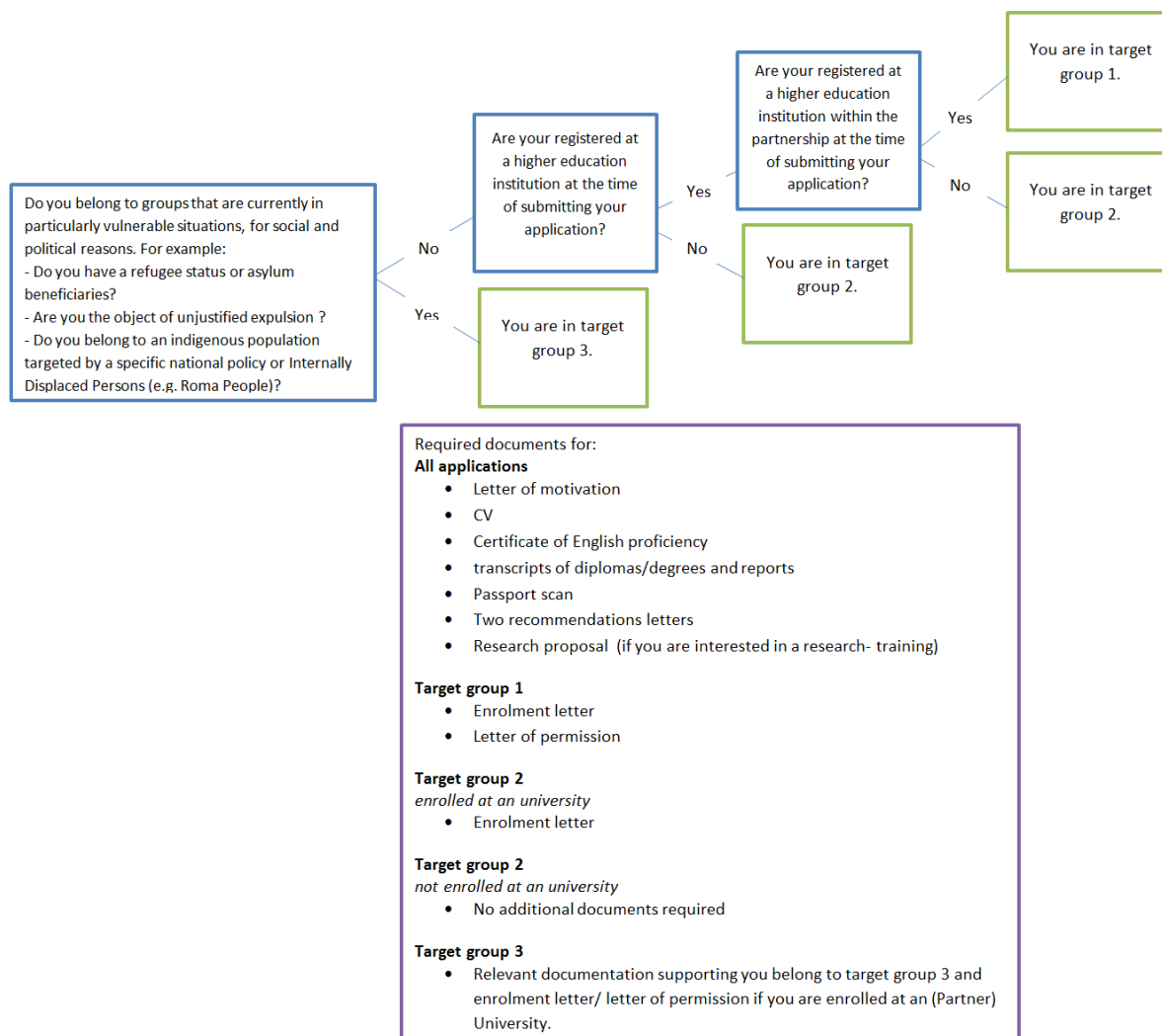
2. Most recent **resume (Curriculum Vitae)**. Please use <http://europass.cedefop.europa.eu/en/documents/curriculum-vitae> to make your resume. Please make sure that the following information is included, unless "if applicable" applies. General information (name, address, email address, passport number)
  - a Passport photo
  - b Information on language requirements
    - Native language:
    - English language:
      - Reading: Basic/ Good/ Excellent
      - Writing: Basic/ Good/ Excellent
      - Speaking: Basic/ Good/ Excellent
      - Understanding: Basic/ Good/ Excellent
        - Which English language courses have you done
        - Which English language proficiency test have you done. Please include name and address of institute.
        - An English proficiency test is not required, when you can prove with written, official certificates or diplomas that English was or is the instruction language at your university and/ or your secondary school (accredited bilingual schools and/or with International Baccalaureate programmes).

- Other language (if applicable):
    - Reading: Basic/ Good/ Excellent
    - Writing: Basic/ Good/ Excellent
    - Speaking: Basic/ Good/ Excellent
    - Understanding: Basic/ Good/ Excellent
      - Which language courses have you done
      - Which language proficiency test have you done? Please include name and address of institute.
      - A proficiency test is not required, when you can prove with written, official certificates or diplomas that English was or is the instruction language at your university and/ or your secondary school (accredited bilingual schools and/or with International Baccalaureate programmes).
  - c Educational background, including dates of study periods and date of degree or expected date of degree
  - d Professional background, including start and end dates (if applicable)
    - Research experience
    - Involvement in current research
    - Teaching experience
  - e Publication list (if applicable) including theses and published papers. Please provide this information in Vancouver style. Instructions can be found on: <http://www.library.uq.edu.au/training/citation/vancouv.pdf>
  - f References
  - g For Target group 3: information on indicators
  - h All other relevant information.
3. If you are interested in a research-training period abroad, you are strongly advised to include a **research proposal** (maximum 4 pages), stating the research group(s) you are working with in your home university and if applicable the research groups you have contacts with at your preferred host university.
4. **Certificate of English proficiency.**  
We recommend uploading proficiency certificates as a confirmation of your level of proficiency besides your statement in your CV. Acceptable English certificates include TOEFL or IELTS results or another certificate of English command according to the European common reference framework levels (see above), issued by a qualified institute. Test results and certificates must have been issued in the last two years. If applicable, include official certificates or diplomas of studies completed at accredited bilingual universities or secondary schools, in which case your exempted from English proficiency certificates.
5. **Certificate of proficiency of other languages.**  
We recommend that you upload proficiency certificates as a confirmation of your level of proficiency besides the statement in your CV. Acceptable certificates include certificates according to the European common reference framework levels (see above), issued by a qualified institute. Test results and certificates must have been issued in the last two years. If applicable, include official certificates or diplomas of studies completed in this language at university or secondary school.
6. Official **transcripts of diplomas/degrees and reports** (lists of grades) translated into English, with original stamp and/or certification from the respective institute (high school grades list and diploma do not need to be translated). Please upload the

most relevant degrees and grades lists according to the minimum academic qualifications needed for your preferred mobility. (Secondary or high school, undergraduate, Master, doctorate). For the most relevant grades list we ask for your GPA (grade point average) for the marking period. The GPA is calculated by taking the number of grade points a student earned in a given period of time divided by the total number of credits taken.

- a. Undergraduate: Secondary or high school diploma and grades list and grades within the current undergraduate programme.
  - b. Master: undergraduate degree and grades. If applicable, the grades within the current master programme.
  - c. Doctorate (PhD): Master of Science degree with the corresponding grades list, or undergraduate degree and grades list.
  - d. Post Doctorate: Doctorate (PhD) degree.
7. If you are a student, you must upload the **letter of enrolment** in your current programme and a transcript of your grades until the last semester.
8. **Letter of permission**
- In addition to the letter of enrolment, a letter of permission is also required from the target group 1 applicants. Undergraduate, master and doctorate applicants within one of the partner universities have to obtain a permission letter from a responsible authority from their current programme in their home country (for specific questions per university, contact the ERAWEB contact person of that university). A template of this letter can be found on the ERAWEB website under "Call for applications";
9. **Two letters of recommendation**
- Assessors should include the following information:
- If the assessor knew you as a student: details of your academic performance, the assessor's opinion of your suitability for the chosen area of study and an estimate of your English language ability.
- If the assessor knew you as an employee: an outline of your responsibilities, an assessment of your competence and initiative and an estimate of your English language ability.
10. **Passport scan**
11. For Target group 3 candidates: please upload relevant documents supporting that you belong to one of the underrepresented groups in higher education in the Western Balkans. These are defined per country (see the ERAWEB website: [www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu) > Mobility). Note that after online submission of your application, the coordinating institution Erasmus MC may ask you for a self-declaration.

Please follow the schedule below to find out your target group and which documents are



Schedule Target groups and required documents

## Selection

The host university will make an initial assessment. The home university or in the case of Target group 2 the home country coordinator will carry out the second assessment. The executive board of the consortium will make the final selection.

## Admission

Decisions about admissions of the 2016 call for applications will be communicated to all applicants in May 2016. Note that the acceptance is formal at the moment the learning and student agreements or the postdoc/staff agreement is signed and the student has fulfilled the requirements of the specific university (see academic offerings on the ERAWEB Website).

## 8. How to apply

Please follow the application procedure at [www.erasmus-westernbalkans.eu](http://www.erasmus-westernbalkans.eu) > online application.

### Important dates:

- Deadline for applications: the 2016 call will close on 20 March 2016, 24:00 hours Central European Time
- Decisions about admissions will be communicated to all applicants in May 2016
- All student exchange (undergraduate, master, doctorate, post doctorate) starts in discussion with the host university and must start 31 December 2016 at the latest
- All student and staff agreements need to be signed in advance of the start of the exchange. The exact dates will be announced. Note that the acceptance is formal at the moment the student and learning agreements or the postdoc/staff agreement is signed.
- Staff mobility is allowed start any time within the project.
- All exchange of ERAWEB II scholars must end before 14 July 2017.

### Documents to be uploaded

For instructions see chapter 7. Your online application, paragraph "Required documents"

Please make sure that the following documents, which need to be uploaded to the application questionnaire when asked, are readily available on your computer:

- Passport scan.
- Most recent resume (CV).
- Certificates of Proficiency of English language or Diploma of University or Secondary School (and if applicable for other language)
- If you are a student, you must upload the letter of acceptance/enrolment in your current programme and a transcript of your grades.
- Official transcripts of diplomas and reports (lists of grades) translated into English, with original stamp and/or certification from the respective institute.
- For undergraduate, master and doctorate applicants from a partner University: a letter of permission. A template of this letter can be found on the ERAWEB website under "Call for applications"
- Two letters of recommendation.
- Your letter of motivation.
- If you are interested in a research-training period abroad, please include a research proposal.
- If you are registered as a student at a University, please include a letter of enrolment
- For target group 3 candidates: relevant documentation supporting your belonging to target group 3.

Supported document file types are png, jpg, doc, docx, pdf under 4000 KB each. Please do not use quotes ( ' or ") in the filename or accompanying comments, as this will generate upload errors and your data will not be saved.

Only complete applications are considered for the selection of candidates. All data entry fields marked with \* are mandatory, you must complete them. Please check all fields before you submit your application. You will receive an automatic confirmation that your application has been received.

## 9. About the Erasmus Mundus Action 2 Partnerships

The **Erasmus Mundus Action 2 Partnerships** is a co-operation and mobility scheme in the area of higher education co-operation launched by Europe Aid cooperation Office and implemented by the Education, Audiovisual and Culture Executive Agency (EACEA).

The Erasmus Mundus Action 2 Partnerships objective is to achieve better understanding and mutual enrichment between the European Union and third countries co-operation in the field of higher education through promoting the exchange of persons, knowledge and skills at higher education level. This will be achieved through the promotion of partnerships and institutional co-operation exchanges between European Higher Education Institutions and third-country institutions and a mobility scheme addressing student and academic exchanges.

The consortium covers 7 universities in 6 countries of Lot 11 in the Western Balkans (Albania, Bosnia and Herzegovina, Macedonia, Kosovo, Montenegro and Serbia) as well as 6 universities in 5 countries in the European Union (Austria, Belgium, Germany, Italy, and the Netherlands).

Disclaimer: This project has been funded with support from the European Community. The sole responsibility for this website lies with the author. The Commission and the Agency cannot be held responsible for any use, which may be made of the information contained therein.

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More information on:

[http://eacea.ec.europa.eu/erasmus\\_mundus/programme/action2\\_en.php](http://eacea.ec.europa.eu/erasmus_mundus/programme/action2_en.php)