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ERASMUS+ INTERNATIONAL CREDIT MOBILITY- KA171 PUBLIC CALL FOR STUDENTS FROM UNIVERSITY OF LUSAKA TO UNIVERSITY BUSINESS ACADEMY IN NOVI SAD FOR STUDIES WITHIN ERASMUS+ FRAMEWORK

The University of Lusaka opens a Call for applicants for Erasmus+ outgoing mobility from the University of Lusaka to the University Business Academy in Novi Sad, Republic of Serbia.

DRUATION OF THE CALL: Monday 03/06/2024- Friday 14/06/2024

APPLICATION DEADLINE: Friday 14/06/24 at 17:00 Zambian Time

The call is open for a study stay at the following University:

University	Erasmus+ code	Subject area	Country
University Business Academy in Novi Sad	RS NOVISAD07	Law	Republic of Serbia

The University Business Academy in Novi Sad is open for admission of nominated students for mobility within the Erasmus+ KA171 program in the winter semester of the academic year 2024/25. If there are any changes in this matter due to the unfavorable epidemiological situation caused by COVID-19, the Registrar's Office of the University of Lusaka will, after receiving an official notification from the University of Business Academy in Novi emphasize that change in the list.

NOTE: Working language of the mobility is English.

Undergraduate and Master's students of the University of Lusaka can apply for the exchange. The total number of funded student mobility is **one (1)**.

APPLICATION PROCESS

- Read the general information of the Public Call and familiarize yourself with the documentation required for application
- Choose only the home faculty (law faculty of the University of Lusaka) where the candidate is studying
- Determine eligibility for applying to the selected Erasmus+ partner (category, subject area, study level)
- Check whether there are special requirements of Erasmus+ partners along with the regular application documentation
- Read the Erasmus charter for students participating in the mobility Program
- Prepare complete documentation and submit the application to the authority responsible for conducting the Public Call at the University of Lusaka.



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SUBMITTING AN APPLICATION:

The application (documentation in pdf) for the Call needs to be submitted to the Registrar University of Lusaka.

Additional documentation, if requested by the University Business Academy in Novi Sad, is a mandatory part of the application.

NOTE: The final decision on Erasmus+ student chosen for grant is made by the EU mobility Committee of the University of Lusaka, while the Vice Chancellor of the University decides in the second instance, after the acceptance certificate issued by the recipient institution.

All candidates are reminded that untimely, incomplete and unauthorized applications will not be considered.

INTERIM RESULTS

An appeal against the interim results of the Call for the selection of candidates can be submitted to the Committee within 8 days from the date of publication of the results.

Appeals are submitted in writing according to the procedure specified in the Call, to the Vice Chancellor on every working day during regular working hours. The appeal is decided by the EU Mobility Committee of the University. The deadline for resolving an appeal is no later than 8 days from the day of its receipt.

Candidates will be informed about the results of the Call and further instructions by electronic means.

PERIOD OF THE REALIZATION OF THE MOBILITY

The planned realization of KA131 mobility is the winter semester of the academic year 2024/2025.

EXPECTED DURATION OF THE MOBILITY

The duration of student mobility should be in accordance with the Learning agreement. The expected duration of student mobility is up to three months for studies.

SELECTION CRITERIA

Selection criteria for student are the following:

1. Third years or early fourth year students
2. Students should be willing
3. Should have a minimum (B+) grade equivalent to a GPA of 3.
4. Should be 24 years or below
5. Full-time student



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6. Should not owe the University of Lusaka any money
7. Should have a clean record
8. A proposal for a Learning agreement for mobility for the purpose of studying (compatibility with the study programs),
9. Participation in international activities
10. Previous use of Erasmus+ grants
11. A letter indicating their motivation for this mobility

THE AMOUNTS OF THE ERASMUS+ GRANT (INDIVIDUAL SUPPORT)

Receiving country	Amount per month (EUR)
Republic of Serbia	800

A student who is selected for a mobility project in the field of higher education and who has specifically documented the status of a student with fewer opportunities (belonging to the target group for inclusion) in the Call application can realize the right to additional funds for individual support in the amount of 250 EUR per month.

TRAVEL COSTS

A student who is selected for a mobility project in the field of higher education is entitled to travel support in the total amount of EUR 820 for a round trip.

ERASMUS+ KA171: APPLICATION DOCUMENTATION FOR UNIVERSITY OF LUSAKA STUDENTS

1. Student Application Form University in Lusaka

KA171: Student Application Form

2. Scanned first page of their pasport
3. The Curriculum Vitae (CV) of the candidate

Europass

4. Erasmus+ Learning Agreement (Studies)

KA171: Erasmus+ Learning Agreement



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NOTE: use defined forms exclusively

5. Transcript of grades for the current and all previous levels of study
6. Copy of previously acquired diplomas (for master's students)
7. Motivation letter (1 page max)
8. Signed Notice and consent for the collection and processing of personal data

Signed Notice and consent for the collection and processing of personal data

9. Faculty certificate of current status (certificate which proves that you are a full-time student, that you do not owe the University of Lusaka any money and that you have a clean record)
10. Proof required by the Erasmus+ partner - the University of the Academy of Economics in Novi Sad, to which the candidate is applying (e.g. proof of contact with the supervisor at the partner institution - for master's students)
11. Evidence in the form of supporting documentation provided for within the target group for inclusion to which the student belongs

HEALTH INSURANCE

The cost of mandatory health insurance during mobility is not covered by the Erasmus+ KA171 grant. Selected candidates are obliged to provide themselves with adequate international travel health insurance in the insurance company of their choice.



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POSSIBILITY OF APPLYING FOR ADDITIONAL FUNDS FOR STUDENTS WITH FEWER OPPORTUNITIES (TARGET GROUPS FOR INCLUSION)

The Erasmus+ program within the KA171 mobility projects provides additional financial support in the form of individual support to student who belongs to a specific target group for inclusion. Student who is selected for mobility projects in the field of higher education between program countries (KA171) can exercise the right to additional funds. for individual support in the amount of 250 EUR per month if the student belongs to a specific target group for inclusion.

As proof of the above category, the student is obliged to submit the DOCUMENTS specified in the following statement (depending on the above target group) **ALONG WITH THE SIGNED STATEMENT ITSELF:**

Declaration of belonging to a target group for inclusion

A student from a disadvantaged socio-economic background can obtain additional funds for individual support if the student meets the eligibility criteria. The eligibility criteria are as follows:

That vulnerability is determined by the department of community development in the ministry of Labour.

As proof of a disadvantaged socio-economic background, the student is obliged to submit:

- Certificate of the average monthly income per household member, in the period of 6 months preceding the announcement of the competition, issued by the municipality where the document is registered, the address that is located elsewhere is registered or the specified address is personally registered (by the Ministry of Labour and social services), and which evidence of the address of residence of the students;
- Self-signed **Declaration on belonging to a target group for inclusion**, under material and criminal liability, which confirms that the data specified in the attached documentation is accurate and complete, and authorizes the authorities to have the right to check, process, store and use it in accordance with current regulations.
- A photocopy of an identity card or a scanned identity card, or another document provided by the immigration department of the ministry of Home Affairs of Zambia, for foreign citizens, which proves the place of residence and other personal data;

If there is a suspicion of an attempt to manipulate the determination of a student's disadvantageous position, the University Business Academy in Novi Sad and the University of Lusaka may request additional documentation and conduct a check with the competent authorities. If, after checking the documentation, the information provided is found to be incorrect or untrue, the University Business Academy in Novi Sad and the Tempus Foundation reserve the right to demand the return of the funds allocated to the student.

PROVING THE STATUS OF A PERSON WITH DISABILITY:



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Persons with disabilities/cronic conditions or physical impairments, as well as persons accompanying them, may exercise the right to reimbursement of eligible real costs incurred during the mobility period, by submitting additional documentation, namely:

- **Declaration on belonging to a target group for inclusion- it is submitted at the time of registration of participants to the competition;**
- A document issued by the National Employment Service or another government authority which confirms the health condition. If not applicable, it is necessary to provide a report of a specialist (a doctor, psychologist etc.) confirming the health condition- **it is submitted at the time of registration of participants to the competition;**
- Invoices for the real costs incurred, with the indicated description of the service/goods, amount, currency, invoice date, as well as proof of payment- **they are delivered after the approved and realized mobility;**

*The medical documentation from the previous paragraph must be issued by the competent health institution and must not be older than six months. It is necessary to be able to conclude on the basis of the medical report how the disability/health condition affects the learning outcomes and daily functioning of the candidate.

ONLINE LINGUISTIC SUPPORT- OLS- EU Academy

Online Linguistic Support (OLS), which has existed under the name **EU Academy** since July 1, 2022, is a portal for testing the language abilities of selected students for Erasmus+ mobility for the purpose of study or traineeships at partner universities from the program countries and for attending a language course during the mobility period. Online language support only applies to mobilities for which the main teaching or working language is currently available on the platform. If the mobility takes place in the candidate's native language, candidates are not required to take a test or attend a native language course as native speakers. However, native speakers will do testing and attend a course for another foreign language, e.g. English. The contact for online language support is the Dean of students office of the University of Lusaka. which will send applicants an email with instructions for the language ability test and the language course. Selected student will receive a notification before going on mobility, and only a pre-mobility test is required, which must be done no later than the start of the mobility. More detailed information is available on the www.unilus.ac.zm itself.

For all questions related to the Public Call, contact the corresponding Registrar university of Lusaka (you can find the data at the www.unilus.ac.zm).