

Unofficial translation of the Call for information purposes. If there is any conflict or inconsistency between the Slovene and English version, the Slovene shall be the governing and prevailing version.

No.: 1450 – 02/23
Koper, 30.01.2023

Under the programme of the European Commission Erasmus+ (KA 131),
University of Primorska announces the

OPEN CALL UNDER ERASMUS+ (KA131) FOR STUDENT MOBILITY FOR TRAINEESHIPS

INTRODUCTION

The Erasmus+ programme enables students to do a part of their studies at a University of Primorska (UP) s partner institution abroad, instead at the home institution. Abroad, students can study or attend traineeships.

The key priorities that the program particularly supports are [integration](#) activities, environmental protection ([green Erasmus +](#)) and the transition to a digital society.

The call supports physical/combined¹ long-term mobility of students of all three levels of study for the purpose of traineeship abroad and short-term mobility of doctoral students for the purpose of traineeship abroad.

Programme conditions

	TRAINEESHIPS ²
Duration - physical/combined long-term mobility of students of all three levels of study	2 – 12 months
Duration – physical short-term mobility of doctoral students	5 – 30 days

¹ Combined mobility is a combination of physical mobility with a virtual component that facilitates online sharing and teamwork for collaborative learning. For example, a virtual component can bring together online learners from different countries and fields of study to take online courses or together and at the same time complete tasks that are recognized as part of their study.

If physical mobility is combined with a virtual part, the virtual part is not counted in the Erasmus + status quota and cannot be financed from Erasmus + funds.

² (training, work placement) abroad in a company, research institute, laboratory, organization or any other relevant workplace. This also includes teaching assistantships for students who will become teachers and research assistantships for students and doctoral students at any relevant research institution. Internships should be an integral part of a student's study program whenever possible. Participation in a higher education institution program is not considered a practice.



Maximum total duration per cycle of study	12 months of physical mobility regardless of the number and type of mobility activities ³
Period of mobility	From selection onwards – 31.07.2024
Programme countries	Members of European Union, Liechtenstein, Turkey, Norway, Iceland, Republic of North Macedonia, Serbia
Country of mobility	The physical mobility activity is carried out outside Slovenia and the country of residence during studies
Eligible institution for mobility	Any public or private organisation active in the labour market or in the fields of education, training, youth, research and innovation, a non-profit organisation, association, NGO; a body providing career guidance, professional counselling and information services; a HEI, except in -EU institutions and other EU bodies (the list of these institutions is available here: https://europa.eu/european-union/about-eu/institutions-bodies_en) and -organisations managing EU programmes such as Erasmus+ national agencies.
Condition for participation	Student status at UP, additionally, recent higher education graduates (recent graduates must be selected by the UP for mobility in their last year of study and must carry out and complete the traineeship abroad within one year of obtaining their graduation ⁴ .)

WHO CAN APPLY?

Students of the University of Primorska (UP), who have

- 1) a status of full time or part-time student on undergraduate and graduate programmes of UP and
- 2) who have not yet used 12 months of mobility under Erasmus+ programme at their current cycle (when attending the mobility).

SUBMITTING THE APPLICATION

Deadline for submitting the application: OPEN

The application deadline for the Call is set as an open application deadline and starts on the day the Call is published and lasts until the funds are available or until cancellation.

Students submit the application in VIS/ŠIS at least 2 months prior the mobility.

The application should contain:

³ Within the 12-month period per study cycle past experience under the Erasmus+ program and/or Erasmus Mundus scholarships are taken into account. The duration of a traineeship by recent graduates counts towards the 12 months maximum of the cycle during which they apply for the traineeship.

⁴ It applies to 1st, 2nd and 3rd level of higher education.



- **APPLICATION FORM:** students can access on-line application through the Student Information System (»ŠIS«) of their faculty;
- **LEARNING AGREEMENT FOR TRAINEESHIPS⁵ (Annex 1)**

(signed by all three parties, i.e. by the student, the responsible person at the home faculty UP, the responsible person at the host institution). Annex 2 of the learning agreement are its guidelines for completion.

Procedures at the faculty may include additional documentation during the coordination of the learning agreement in order to ensure the appropriate quality of the program and later recognition of completed obligations.

SELECTION PROCEDURE OF STUDENTS

Received applications will be assessed by the appointed selection committee at an individual UP faculty.

For traineeships, the committee will judge whether the students' applications meet the minimum conditions of participation. The commissions may conduct personal interviews with the candidates before the selection and also take this information into account in the selection.

Candidates will be notified about the selection outcome in writing.

Candidates can lodge an appeal against the decision of the selection committee of the UP faculty to the Commission for student affairs of the UP (»Komisija za študentske zadeve UP (KŽTZ UP)) within 8 days after the receipt of the selection outcome.

STUDENTS' RIGHTS

Students selected for mobility gain the following rights and benefits:

- they can take part in mobility at an approved institution;
- successfully completed obligations agreed in the Learning Agreement are recognized by home institution.

All selected students can apply for financial support under the Erasmus+ program before the start of the mobility.

All students who have been selected by the UP faculty to participate in mobility can apply for financial support within the Erasmus+ program before the start of the mobility. Applications for receiving funds should be submitted online at least 5 weeks before the start of mobility. Co-financing of mobility will be approved according to the order of applications received, in accordance with the program conditions of participation and according to the available funds. More information on the possibilities of co-financing mobility and participation in online language support (OLS - Online Language Support) can be found in Annexes 3 and 4.

⁵ In the case of mobility of recent graduates, a student applying for the purpose of participating in a traineeship as a recent graduate he/she may exceptionally submit an invitation letter from the host institution instead of a signed learning agreement.



IMPLEMENTATION OF MOBILITY

Participation in mobility requires adequate knowledge of the language of training at the host institution (i.e. knowledge of English or another foreign language) as agreed in the Learning Agreement.

Students find institutions for the purpose of traineeship themselves. Prior to the start of the mobility, the student, the home faculty and the host institution sign a tripartite Learning Agreement, which agrees the contents of the mobility and the process of recognition of learning outcomes obtained abroad.

ADDITIONAL INFORMATION

Candidates can obtain more specific information on conditions and possibilities for exchange at their faculty coordinator's office and faculty webpages:

Faculty of Humanities

Valentina Bertok

T: 05/663 77 60

E: international@fhs.upr.si

<http://www.fhs.upr.si/>

Faculty of Management

Marisol Pribac

T: 05/610 20 27

E: international.office@fm-kp.si

<http://www.fm-kp.si/>

Faculty of Mathematics, Natural Sciences and Information Technologies

Tanja Labus

T: 05/611 76 75

E: international@famnit.upr.si

<http://www.famnit.upr.si/en>

Faculty of Education

Maja Bratuš Vidmar

T: +386 5 66 31 267

E: maja.vidmar@upr.si

<http://www.pef.upr.si/>

Faculty of Tourism Studies - Turistica

mag. Nataša Gržinić

T: 05/617 70 07

E: international@fts.upr.si

<http://www.turistica.si>





Faculty of Health Sciences

Andreja Brecej, Karmen Zazijal

T: 05/662 64 77

E: international@fvz.upr.si

<http://www.fvz.upr.si/>

Candidates can also obtain information in the **Project Office** of the University of Primorska:

Petra Zidar

T: 05/ 611 76 35

E: erasmus@upr.si

<http://www.upr.si>

Prof. dr. Klavdija Kutnar

Rector of the University of Primorska

