**Rules of eligibility and realization of study visits for students from the University of Economics in Poznań (UEP) within the framework of the Erasmus+ Mobility with Partner Countries KA171 Action 1 - Higher Education (KA1-HE) program under the agreement 2024-1-PL01-KA171-HED-000220322**

I. **General principles**

1. Semester trips of UEP students may be carried out in cooperation with the following university:

- University of Lethbridge (Canada) - departure of 2 persons.

1. The unit responsible for coordinating activities under the agreements is the Department of International Cooperation. The person responsible for signing inter-institutional agreements is the Vice-Rector for Cooperation.
2. At the time of realization of the trip, the participant must have the status of a student, i.e. he/she cannot be on dean's leave at that time, nor be a graduate student. A UEP student may participate in the qualification regardless of his/her citizenship.
3. Mobility capital: at each of the three levels of study, a student is entitled to benefit from a trip or trips lasting a total of up to 12 months for study and work experience within one level of study. Previous Erasmus+ trips are included in the total number of months - within each level of study.
4. The length of stay at a foreign university must be in accordance with the content of the agreement concluded with that university and the agreement that the student enters into with UEP.
5. The period of study abroad is an integral part of the study program at UEP.
6. A student studying at a host university shall not pay tuition fees.
7. The outgoing student retains the right to receive the full amount of scholarships and loans granted in his/her country, in accordance with the rules governing their award.
8. Those who study at PUEB in paid courses may apply for a reduction in tuition fees for the duration of mobility. The application must be submitted before the required payment date.

II. Student eligibility rules and documentation

1. Selection of candidates will be carried out within the framework of internal recruitment at UEP, and final approval will be made by the partner university.
2. those interested in applying for participation in the program will be required to submit an application in accordance with the requirements of UEP and the host university by the deadline set by the latter.
3. The minimum grade point average for qualification is 3.5 from all studies at a given degree (from the first degree in the case of first-year students of the second degree).
4. Selection of students to the designated universities is done by ranking - based on the average of studies at a given degree. In the case of identical averages, priority for departure will be given to students from higher years of study or those with higher language qualification scores. Priority in qualification (regardless of the grade point average, with a minimum threshold of 3.5) will be given to those who have not yet used the opportunity to leave in the Erasmus+ KA171 project.
5. UEP will send the documentation of the nominated persons to the partner university.
6. the Eligibility Committee for study trips within the framework of the Erasmus+ Mobility with Partner Countries program on the part of UEP is formed by the Vice-Rector for Cooperation and the Vice-Rector for Didactics.

III. Rules for the implementation and financing of UEP student trips within pr. Erasmus+ Mobility with Partner Countries (KA171) in the 2024 edition.

1. The student's trip should be implemented in the selected semester of study, no later than 31.01.2026.
2. Qualified persons shall receive individual support from the Erasmus+ Mobility with Partner Countries program.
3. The amount of individual support for outgoing UEP students under the Erasmus+ Mobility with Partner Countries program (KA171):

* The monthly stipend rate is: 700 euros
* The lump sum for travel costs is:

- Mobility to Canada - 1188 euros

A student who is qualified as a student with fewer opportunities (having the right to a social grant or being a student with a disability) will receive an additional 250 euros per month.

1. The granted funds are only an advance payment, and the final settlement of the trip is made on the basis of a confirmation of stay issued by the partner university.
2. Insurance costs during the stay shall be borne by the UEP student.
3. The stay at the partner university must last at least 60 days. If the trip lasts for a shorter period, the participant is obliged to return the entire scholarship paid.
4. the participant is required to follow the departure procedure in accordance with the rules of the sending university, including signing a financial agreement, providing confirmation from the Student Services Office that pre-departure formalities have been completed and confirmation of insurance.
5. Upon completion of the stay at the foreign university, the mobility participant is required to:

- submit a confirmation of the completion of the stay containing the start and end dates of the study with the signature and seal of the representative representing the host university,

- fill out an on-line questionnaire. The participant will receive an email invitation to complete the Erasmus+ participant survey/report by the EU Survey Beneficiary Module.

1. PUEB reserves the right to make changes to the content of the rules regarding the implementation of student mobility under the Erasmus+ Mobility with Partner Countries (KA171) program. Such changes may result from new arrangements communicated by the European Commission and the National Agency in the course of the program as well as regulations of the relevant Ministries.

Dr hab. Łukasz Puślecki, prof. UEP Dr hab. Beata Skowron-Mielnik, prof. UEP

Vice-Rector for External Relations Vice-Rector for Education