

**Rules of preliminary student recruitment
project KA131 2022-2024
ANNEX No. 7**

The following items are being introduced to the Rules due to remaining vacant funds after long-term student mobility recruitments:

72. The SMS budget allocates funds for max. 20 inbound mobilities of Ukrainian students/doctoral students (hereinafter referred to as "students") implemented in the academic year 2023/2024.
All mobilities (including a possible virtual part) must be completed by 30 June 2024.
73. Only students from Ukrainian universities that are partners of the Nicolaus Copernicus University in the KA171 project are eligible. The list of universities is enclosed to this Annex as a separate document (xls).
74. A student may implement mobility for studies (SMS) or for traineeships (SMT). Mobilities can be carried out as a purely physical mobility or as a blended mobility, whereby physical mobility (the period of the mobility programme at NCU) must last min. 60 days. The availability of a particular type of mobility is decided by the coordinators of the individual KA171 agreement.
75. The qualification of students from Ukrainian universities and the submission of application documents by the qualified students shall follow the procedure applicable to KA171 projects, available on https://www.umk.pl/en/erasmus/mobility_projects/documents/.
76. A mobility participant from Ukraine may receive a grant for max. one semester (for studies) or for max. 3 months (for traineeships).
77. The grant in the Individual Support category will be calculated according to the European Commission's calculator available in the reporting system (Beneficiary Module), with an accuracy of 1 day and at the rate of 1050 EUR/month (which corresponds to the grant rate envisaged by the KA171 2022 project for students with fewer opportunities from third countries not associated to the Programme).
78. Students coming from Ukraine will be granted a lump sum for travel costs according to the distance range between NCU and the participant's home university, i.e. EUR 275/person.

The lump sum will be calculated according to the European Commission's calculator available on:
<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>.

The lump sum depends on the distance between the place of departure and the mobility destination (the distance of a travel in one direction is taken into account to calculate the lump sum for a travel in two directions). The place of departure is the town where the seat of the partner university is located. The mobility destination is Toruń or Bydgoszcz (in case of mobilities to Collegium Medicum).

79. A student may declare to travel to the host university by sustainable means of transport (green travel). The declaration must be submitted by a student only before signing the individual mobility agreement.
 - a. Erasmus+ recognized sustainable means of transport are: a bus, a train, carpooling – travel by car on the same route by at least 2 persons (car-pooling as defined at <https://en.wikipedia.org/wiki/Carpool>).
 - b. A green travel does not include a travel by plane, boat (ship/ferry), motorcycle or car (travelling solo).
 - c. Travel by sustainable means of transport (eco-journey) must be in two directions.
 - d. In order to declare travel by sustainable means of transport, a student shall fill in a declaration ("Declaration of planned eco-travel"), according to the template available at https://www.umk.pl/en/erasmus/mobility_projects/documents/.

A signed „Declaration of planned eco-travel” must be delivered/sent to DMPiME as an original or as a scan before the student's arrival at NCU.

- e. In connection with the declared green travel, a student may be granted a one-time lump sum of 320 EUR and a grant for up to 2 days of travel before the start of the stay at the host university and a grant for up to 2 days of travel after the end of the stay at the host university, according to the scheme:
 - for travel between 100 km and 1300 km: 1 additional day
 - for travel above 1301 km: 2 additional days.
- f. The choice of the means of transport from among the eligible "ecological" means belongs to the student/doctoral student. The NCU recommends public transport.
- g. The scholarship for travel days shall be calculated according to the standard Erasmus+ monthly rate for participants coming from Ukrainian (1.050 EUR/month) and according to the calculator available in the reporting system, namely the Beneficiary Module.
- h. In the case of travel by train or bus, the student will be required to present the used ticket at DMPiME before concluding the individual contract. Failure by the student to present a used ticket will be grounds for non-counting of the green travel grant.
- i. The payment of lump sum for travel costs and grant for travel days shall be made together with the payment of the first scholarship installment after the arrival at NCU.
- j. In the case of return travel by train or bus, the student will be required to send a scan of the return ticket(s) to DMPiME at least 7 days before departure (end of individual contract). A student who does not send a scan of the return ticket(s) by the indicated deadline will be obliged to return the paid eco-travel grant.
- k. Upon completion of the return trip to the student's home university, the student shall be obliged to submit a second declaration ("Declaration of completed eco-travel"), according to the template available on: https://www.umk.pl/en/erasmus/mobility_projects/documents/.
- l. The "Declaration of completed eco-travel" signed by the student must be sent /delivered to DMPiME as a scan within 30 days from completing the mobility (counting from the end date of the stay of the individual contract concluded with NCU).
- m. The "Declaration of completed eco-travel" shall be supplemented with:
 - copies of tickets/receipts for tickets (ticket bills) confirming the journey – in the case of travelling by public transport, i.e. train/coach/bus.
 - data on the car registration number and the name(s) and surname(s) of the student's co-travelers – in the case of a journey by a shared car (carpooling).
- n. The date on the attached ticket/bill cannot coincide with the dates of the stay at NCU (dates from the individual agreement). The journey cannot begin earlier than 30 days before the start of mobility at the host university, nor end later than 30 days after the end of mobility at the host university. The only exception is the start/end date of the travel, which may be the same as the start/end date of the stay at the NCU (dates from the individual agreement).
- o. The basis for determining the number of travel days with the individual support category grant for a mobility participant travelling under the green travel option shall be the dates of their travel, i.e. start date and end date (arrival/departure) in both directions as shown in the travel documents confirming the use of environmentally friendly means of transport.
- p. In each case, the student must provide evidence to the Nicolaus Copernicus University that the number of travel days requested (travel days grant) and accounted for under the individual eco-travel support category was necessary to cover the distance between the locations of the sending institution and NCU.
- q. The student shall be paid only for the number of travel days covered by travel documents and the grant for one day of travel is awarded as a lump sum regardless of the number of hours of travel on a given day and the number of kilometers, e.g. if, on the basis of the European Commission's distance calculator, at the student's request the grant is awarded for 4 days of travel in both directions, but it results from the travel documents that the route was completed in 2 days, the grant for the remaining granted 2 days of the travel shall be returned by the student.
- r. A student whose travel dates, regardless of the means of transport, coincide with the mobility start and end dates as stated in the confirmation certificate issued by NCU may not receive the grant from the category of individual support for travel days connected with the green travel option.

- s. If the student does not submit the "Declaration of completed eco-travel" with the required attachments by the deadline, or the statement or the attached documents do not confirm the student's earlier declaration of the route and/or way of travel, the student shall be requested to return the amount paid in connection with the green travel.
 - t. If, on the basis of the "Declaration of completed eco-travel" and the attached tickets/receipts for tickets, there is a change from the previously declared means of transport to another sustainable means of transport, without any change to the travel route taken for the calculation of the distance in the EC calculator, the student will not be required to return the amount paid for the green travel.
 - u. The student's travel days do not count towards the minimum duration of the mobility or the mobility capital used.
80. Participants coming from Ukrainian universities will have access to language tests and courses in the Online Language Support (OLS) system.
81. Mobilities without an Erasmus+ grant (so-called "zero grant" mobilities) are not eligible for students from Ukrainian universities.
82. Other mobility rules are in accordance with the requirements for long-term outgoing mobilities from NCU.

Approved by

Professor Przemysław Nehring

Vice-Rector for Education

Toruń, 16.11.2023